

This is a quick summary from the August 22, 2008 teleconference meeting:

There is a need to set short term first and second priorities to make the commission's work manageable while we are without an executive director.

First set of priorities:

1. Restructure our survey project into two parts, economic development and civic and community input:
 - a. The Boston Foundation Grant will need to be changed to reflect this. Part of the grant money will be used for economic development survey, about \$7,000. 9/14 and 9/17 are the next focus group meetings and it is important to promote these.
 - b. The town meetings will continue as part of the civic engagement component. Other commissioners will have to help put together other town meetings around the state, including, but not limited to, Springfield, New Bedford, and Fitchburg. We need to set deadlines for these meetings and when they are to be accomplished by. These meeting should be ongoing through the fall and winter.
 - c. Need to change the Boston Foundation Grant and get the Foundations approval.
2. Health Care Forum with Dr. King and the Blue Cross/Blue Shield Foundation:
 - a. The idea was presented at the last commission meeting that needs to be flushed out more. Paul Shaw will check in with Dr. King on this.
3. Notice on appointments:
 - a. Appointments for commissioners are up in October. Tackey will write letters to the appointing authorities informing them of who they have appointed, when their terms expire.

Second Set of Priorities:

1. Website Design:
 - a. This is going as quickly as Tackey can figure out and put up content when he has time.
 - b. One option is to allow other Asian service groups to put their web links on the site. Tackey will write up a proposal how that would work.
2. Annual Report:
 - a. The statute requires an annual report every fiscal year. At some point a report will be filed in the future.
3. Advisory Committee:
 - a. There is an advisory committee that is currently under-utilized. The problem that occurs here is that there needs to be some leadership from the commission to set goals and coordinate the members of the committee. At this time there is not enough time to do so.
4. Keeping in touch with the appointing authorities:
 - a. Maybe create a quarterly report that can be sent out to the appointing authorities to let them know what is going on a somewhat regular basis.

4. Status of Executive Director.
 - a. The reality is that we do not have the money to fully fund a director. Unless there is an infusion of a large amount of money, we are not going to have a director in the near future. The Treasurer has the ability to pick the executive director for the first 3 years, which mean after October 2009 the commission will pick the director.
 - b. Operations have been scaled back to reflect our manpower capabilities and priorities set.
 - c. There will be some need for help in the larger organization of the office more than Tackey can do on his own at some point in the future.
 - d. Tackey regularly checks e-mails and voicemails and will screen calls. He can delegate out to other commissioners calls as necessary.
5. Fundraising:
 - a. We need to have some type of fundraising plan.
 - b. Tackey will check with Asuko Fish and Paul Lee to see what they think. We will need to think “outside the box” on solving this.