

Executive Board Meeting  
January 25, 2010  
Red Blazer Restaurant  
Concord, NH

Present: Dave Kelley (Chairman), Don Carlson, Herb Frink, Peter Hilchey, Roland Lamy, Dick Campbell, Kathy Kimball

Guest: Kate McGovern

Absent: Walt Morse and Mike Hureau

Meeting called to order at approximately 1800 hours.

Dave Kelley conducted a page by page review of the entire draft of the updated version of the retirement handbook. Editorial corrections were noted and discussions were had regarding different content items. Questions were answered by Kate McGovern, who wrote the document. She estimated that she could have the edits made by the end of the week and a new draft available then.

Dave advised that he had a meeting earlier in the day with the new Director of the NHR5, Dick Ingram. Dave K. recapped that he advised the meeting was a courtesy being extended by the NHRSTA regarding the updating, reprinting and distribution of the handbook and that it was well-received. The updated draft will be provided to the NHR5 prior to the document going to print.

Roland stated that three copies of the edited draft need to be sent to the attorney in Boston for copyright purposes.

Roland also volunteered to contact the other agencies listed inside the front cover of the existing handbook to determine if they will be (financial) sponsors of the document project or "supporters" of the project. He will notify Kate of any changes that need to be made prior to printing.

Discussion turned to the selection of a printer for the project. Roland advised that the printer of the first edition was C&K Printers located in Rochester, NH. They charged \$1.30 per 5,000 copies and \$1.02 per 10,000 copies. The company is still in business and willing to do this second project. It was also noted that the company owns the cover design of the first edition so there would be additional cost to design a new cover if there was a change of printers. Another quote was obtained from RB Associates in Bedford, NH. They would charge \$1.33 per 5,000 copies and \$1.02 per 10,000.

Dave made a motion to give the printing job to C&K Printers due to the slight price advantage and the fact that they already own the cover design. Don C. seconded the motion. The vote was unanimous to go with C&K.

There was a short discussion regarding distribution of the finished product but it was decided to revisit this matter after the final product was actually received from the printer.

The meeting adjourned at approximately 2000 hours.

Respectfully submitted,

Kathy Kimball  
NHRSTA Secretary