

Date: December 20, 2015

From: Awards Chair

To: HSA Board of Directors

Subject: Proposal to Board – Recognition Pins for Award Winners

Background Information:

A suggestion was brought before the awards committee from Past President Caroline Amidon to present our award winners with a token recognition pin to accompany their respective awards. This would give recognition to their award winner status beyond that of the ribbon provided for their nametags to be worn at the annual meeting. The committee felt the pin should be smaller than the HSA logo pin, but would leave the design to the discretion of the board.

Pricing Information:

The number of pins that would be needed this year for current award winners and to provide a pin to all previous award winners is 118. Cost based on information from Kilbourn & Kilbourn (vendor for our HSA logo pins, Founders Circle, Past President, Rosemary Circle and Life pins)

Number purchased	100	250	500
Custom Pin-approximately the same size as the HSA log pin	5.50	3.50	2.75
Similar style as Life-Member pin	4.75	3.20	2.45
Pewter style similar to number of years membership pin	1.75		

In addition, for the first year, mailing supplies and postage would need to be acquired. Postage fees are based on the current price.

	Cost	Cost for 118
Padded mailing envelopes	0.50	\$ 59.00
Postage	0.98	\$ 115.64
Labels	.019	\$ 2.25
Total (estimated)		\$ 176.89

Total estimated cost to initiate a recognition pin program for award winners is as follows:

For a custom pin similar to the logo pin: \$649.00 + shipping = \$825.89

For a bar pin with chain similar to the life pin: \$560.50 + shipping = \$737.39

For a pewter style pin: \$206.50 + shipping = \$383.39