

August 29, 2012 Minutes
Madison City Disability Advocacy Board
Special Called Board Meeting

Date: August 29, 2012

Time: 6:30 pm

Location: City Hall, Conference Room 130

Presiding: Claudia Rice, Chairperson

Recorder: Claudia Rice & Sheila Fuller

Board Members Present: Claudia Rice, Cana Farr, Don Gardner, Alka Bhargav, Jamie Hill & Sheila Fuller

Board Members Absent: Tracy Butterfield, Dena Johnson

Guest Present: None

Call to Order: This meeting was specially called by the Chairperson in order to take care of pertinent business related to the upcoming human resources seminar the board will host in October. The Chairperson, Claudia Rice, called the meeting to order and noted that a quorum was present. It was also noted that sufficient prior notice of the meeting was given, in accordance with the Alabama Open Meetings Act.

Employment Committee:

Alka Bhargav handed out drafts of the materials the committee proposed for use in advertising the seminar. Discussion ensued regarding the various sponsorship levels and changes were made to the sponsorship draft. Electronically submitting payments was deleted from the applications. Payment for the seminar will be via check only. Alka will edit the drafts to reflect the discussed changes and email a copy to all board members. Board members are to use the final draft of the Sponsorship form to solicit five or more companies to participate in the seminar. Board members should email a list of the companies they will solicit to Alka in order to avoid duplication. Alka will email a letter to board members that may be sent with the sponsorship form when soliciting a company.

Alka clarified for the board each sponsorship level. Sponsorship levels of Gold, Platinum and Platinum Plus will have a banner on MCDAB's web site. Alka stated these three levels should have a vendor's table at the seminar.

The Employment Committee is working on a brochure to advertise the seminar; however a draft was not presented at the meeting. Alka stated that everything in the advertising brochure reflects what is in the materials presented at this meeting with the exception of bios of the speakers.

Don Gardner asked about the amount of breaks at the seminar and how many companies could sponsor a break. Alka stated that only one company will sponsor a break. Jamie Hill asked about the minimal difference in the Platinum and Platinum Plus sponsorships, even though the price between the two is substantial. Alka explained that the Platinum Plus sponsorship was created with one particular company in mind.

Sheila will place information about the seminar on MCDAB's web site. Applications will be available for download from the website too.

Claudia Rice made the motion that the board accepts the drafts presented by the Employment Committee with suggested changes incorporated and emailed to all board members, and in addition the board approves the advertising brochure as described by Alka with all final drafts emailed to board members. Cana Farr seconded the motion. With no opposition or abstentions the motion passed.

The meeting was adjourned.