

**Madison City Disability Advisory Board  
August 11, 2009**

**Board Members:**

**Present:** Claudia Rice, Beth Newlin, Debrah Underwood, Maria Kilgore, Toni Osani, Cana Farr, Mike Cassell, Jane Dow, Patricia Switzer

**Absent:** Kayla Beard

**Other Present:** Kathy McQuitty (Madison School System Computer Administrator)

**Proceeding:**

**\*Meeting Called to order at 6:08pm**

**\*Attempts to get MCDAB website up to view, couldn't get site up. Kathy McQuitty briefly explained various options for site management. Ms. McQuitty left at 6:30pm.**

**\*We will try to meet at the Madison City Central Office on September 8, 2009 to review our web site. Beth Newlin suggested we look at siteground.com before the next meeting. Maria Kilgore will check the school calendar to see if the conference is available September 8<sup>th</sup>.**

**\*Funds to run the web site were discussed. Claudia Rice said money was available from the Senator Butler funds to pay for the site. We would need to follow City Council procedures to get the funds allocated. Kathy McQuitty stated she would be willing to help us (Beth Newlin) set up the site and keep it running. The cost would probably be between \$2.40 and \$9 a month. Beth stated we needed to vote on the expenditure. Jane Dow motioned that we spend money to maintain the web site and said funds would not exceed \$240 over a two-year**

period. Maria Kilgore seconded the motion. The motion passed. Claudia Rice will give the proposal to Steve Haraway who will then present the proposed expenditure to the City Council.

\*Claudia Rice passed out the Palmer Park Brick flyer. The Board discussed and decided to change the brick sale flyer and order form to indicate that all sales are tax deductible and that the proceeds will go to MCDAB. Kayla Beard has sold 21 bricks and the MCDAB goal is to sell 100 bricks. The mortar to build the commemorative wall has been donated.

\*Mike Cassell reminded the Board that for any significant project, the city architect company (Osborn Architect) would need to look at the plans. Jane Dow will ask for Project Pride's to bring to our next meeting. Project Pride's plans have already been approved by our City Council and Madison City's architect firm. Jane will also talk to City Council Steve Haraway to make certain we're not leaving out any unknown problem.

\*Kayla Beard is in charge of taking orders and collecting the money for the bricks.

\*Maria Kilgore reminded the Board there is a Parent Advisory Meeting at the Central Office on Monday, August 17, 2009 at 6pm. Claudia Rice and Cana Farr will attend and represent MCDAB.

\*The Board discussed the upcoming October Street Festival. We will operate a booth where MCDAB information will be available along with selling Bricks, having available the Needs Survey and information about Girl Scouts for special needs girls, ADAP and Mother's Club and the Resource Fair.

\*Claudia Rice will try to have sample bricks to view at the booth.

**\*Jane Dow made a motion and Maria Kilgore seconded that Claudia Rice complete the paperwork for a \$40 grant from the City that will pay for advertising about our booth at the Festival. The motion passed.**

**\*Toni Osani will donate a small Dominos Pizza for each Brick sold. He is also lending MCDAB use of a tent, chairs and table for the booth.**

**\*Claudia Rice suggested we wear matching shirts while working at the booth. Mike Cassell volunteered to contact Game Day to see if a good deal can be negotiated for t-shirts.**

**\*Flyers: We need our Needs Assessment Survey immediately for the Parent Advisory Meeting on Monday. Claudia Rice said she would donate about 50 surveys to have ready for Monday. Toni Osani volunteered to run additional copies as needed. We need MCDAB flyers for the Madison Street Fair booth in October. The board decided to create a temporary flyer for our use until a permanent flyer can be developed at a later date. Beth Newlin and Cana Farr asked to have the flyers so the Daylife group could assemble and fold them. Beth Newlin and Cana Farr asked to have any flyers so the Daylife group could assemble and fold them.**

**\*Needs Assessment: Maria Kilgore requested 50 copies of the Needs Assessment for the Parent Advisory Meeting on Monday, August 17th. Claudia Rice said she would donate these and have them ready when she speaks at the meeting on Monday. Claudia Rice passed out an email download about Survey Monkey. Beth Newlin made a motion that we pay for Survey Monkey for 3 months and Jane Dow seconded the motion. The motion passed and Claudia Rice will request the funds through Melanie Willard, City Clerk.**

**\* We discussed that someone would need to manually enter any paper survey turned in. We discussed that someone's name and address would need to be on any stamped, self-addressed envelopes distributed. Jane Dow volunteered to have her name and address on the Needs Survey and to manually enter Needs Survey data. Jane Dow made a motion to ask for \$100 to cover supplies, printing and postage. Maria Kilgore seconded the motion and it passed.**

**\*Maria Kilgore will ask permission from Dr. Fowler to allow teachers to send home the Needs Survey with students.**

**\*MCDAB concluded at 8:05 pm with a reminder of assignments for the next meeting.**