

**September 2012 Minutes
Madison City Disability Advocacy Board
Regular Monthly Board Meeting**

Date: September 11, 2012

Time: 6:00 pm

Location: City Hall, Conference Room 130

Presiding: Claudia Rice, Chairperson

Recorder: Sheila Fuller

Board Members Present: Claudia Rice, Cana Farr, Don Gardner, Alka Bhargav, Tracy Butterfield, Dena Johnson, Sheila Fuller, Keith Bedsole

Board Members Absent: Jamie Hill

Guest Present: None

Call to Order: 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.

Announcements: Claudia passed out the announcements to members present. There were no other announcements to be added.

Claudia Rice made a motion that the October 9, 2012 meeting be moved to October 16, 2012 at 6:00 p.m. due to her being out of town. Tracy Butterfield seconded the motion. All board members present approved the motion. Motion carried.

Public Comments – limited to 2 minutes per guest: none

Minutes:

1. Claudia Rice noted a quorum was present from the regular August meeting. She made the motion for the board members to accept the regular August meeting minutes as distributed. Don Gardner seconded that motion. Approved: 7; Oppositions: none; Abstentions: 1; Motion carried.
2. Claudia noted that a quorum from the special called August meeting was in attendance at this meeting. She made a motion that the minutes from the special called August meeting be approved as distributed. Cana Farr seconded the motion. Approved: 6; Oppositions: none; Abstentions: 3; Motion carried.

Treasurer's Report: The Treasurer, Cana Farr, provided a printed copy of the Treasurer's report to board members. She noted the ending total balance of \$7,274.21. The balance on the Hand-in-Hand Playground account remains at \$622.57.

Madison Street Festival:

1. Tony Osani is providing the tent, tables, as well as set up and tear down of those items for the MCDAB booth.
2. Board members that will be there at the beginning of the festival will be responsible for setting up the Trifold display on the tables, brochures, and canvas bags. Board members there at the end of the festival will be responsible for packing up the MCDAB materials.
3. MCDAB Polo shirt will be ordered on 9/12/12 by Claudia. Once ordered she will get a price for each person for the cost of their shirt and send via email. Board members will

- need to write a check to Claudia due to the “Stitchin’ Post” requiring only one check for payment. Claudia will take the members money and send in one check to the vendor.
4. Cana will bring in a cash box for the festival. This will keep our change and the money collected for the canvas bags. This box will need to be closely watched by board members during their shifts.
 5. Canvas bags will be sold for a minimum of \$1 ...No exceptions.
 6. Claudia ordered 500 canvas bags with the new MCDAB logo.
 7. Sheila will make the donation sign with new logo for the booth. The final will be emailed to Cana for printing.
 8. A flyer for the employment seminar will be added to the display board by Claudia.
 9. Deborah Underwood will be subbing for Claudia at the Madison Street Festival.
 10. Sheila will take all the materials and display board at the end of the festival and take it to Cana. When Claudia returns from her trip she will pick it up from Cana.
 11. Miracle League brochures on table.
 12. Each board member will need to bring their own folding chair and drink if they would like one.
 13. Claudia will send an email and let the members know what booth number will be assigned to MCDAB.
 14. Cana will take some pictures of the booth for our Facebook page and website.
 15. Sheila will give Cana a “clicker” for the booth so we can keep track of visitors.

Important Note: All board members are expected to work a shift the day of the festival and if a board member is not able to work then they will need to provide their own substitute.

Brochures: Because there are very few old brochures left and a new brochure has not yet been adopted, Claudia provided board members with a draft with MCDAB’s new logo and other updates. Claudia will purchase an appropriate weight paper to print temporary brochures for use at the MSF and the HR Seminar. Keith offered to print the brochures and Cana will take them to Daylife for folding.

Keith made a motion that the board accepts the brochure with changes noted in the meeting and we print 500 copies for the Madison Street Festival. Cana seconded the motion. All 8 board members present approved the motion. Motion carried.

Idea for future: Provide a way to make contact information/resources for families with members with disabilities who are new to the Madison area. On idea is to provide a packet through the chamber of commerce.

Committee Reports:

Employment: Alka reported that the seminar planning is progressing. Flyer will be finalized and sent out tomorrow 9/12/12. AEGIS will be a Gold sponsor. CEU’s were approved for human resource personnel. Alka requested help from the board with the final stages of planning. It was suggested that she send an email to the board outlining when help is needed, what needs to be completed, and the timeline for completion. Pictures for the pop up banner are ready. All that is needed is wording for the banner and artistic touches. Claudia suggested using the MCDAB mission statement. Dena Johnson will help with the banner. A business sponsor for lunch is still needed. Sheila will email the link for sponsors to the board from the website

Employment Award: For this award the board will consider employers which support the students from BJHS special needs program. This will be on the agenda for the October meeting

Accessibility:

1. Public Awareness campaign: Don sent an email to board updating us that Daniel Whitt will be handling this project. He has also sent request for what is needed to help with the project. Board members are asked to help if they are able to meet his request.
2. Hand in Hand playground: In the August meeting the board voted to use the \$622.57 designated for the hand in hand playground to help cover cost of a new grill. Claudia checked with Kory Alfred about how to handle the transfer of funds between MCDAB and the Parks & Rec Dept. for the new grill we are purchasing for the Hand-in-Hand Playground. Kory stated the grill will be purchased out of the P&R budget and the Finance Dept. will transfer the funds from MCDAB.
3. City hall accessibility signs: Don has received a verbal commitment from Kody Phillips that the city will pay for the signs.
4. Don will write an article on the accessibility for the Madison Street Festival.
5. MCDAB project Scholarship to space camp update: Tim Hall gave name and contact information for a scholarship program, Alexis Smith. Don has not received a report from her yet and he will follow up on this.

Day Services: Cana shared a flyer about Loving Arms Daycare having free respite care September to October from 9 a.m. until 4 p.m. Each person will need to bring their own lunch. If interested please email Cana.

Housing: no report

Transportation: Claudia will send a copy of the power point on the MARS program to the new city council members and the new mayor.

Meeting Adjourned

The next meeting will be held on October 16, 2012 at 6:00 p.m.at City Hall, Conference Room 130.

NOTE: Underlined text indicates an action to be taken by a board member(s).