

disAbility Law Center of Virginia (dLCV)
Governing Board Meeting
MINUTES

Richmond, VA

July 17, 2013

Members Present	Elizabeth Priaulx, Chair (via phone); Maureen Hollowell; CW Tillman
Guest Present	Stephen Dawe
Staff Present	Tina King, Colleen Miller
Call to Order and Welcome	Elizabeth Priaulx, Meeting Chair, called the meeting to order at 3:07pm.
Approval of Minutes	<p>There was one correction—on page two, first paragraph of the minutes should read the announced closing date as July 8, 2013.</p> <p>The Incorporators adopted the minutes with the suggested amendment (above).</p>
Updates	
<ul style="list-style-type: none">• Board Applicants	<p>The Incorporators noted that we had 38 Board applicants excluding the incorporators. Board applicants who are not selected will be considered in future years and may be invited to participate as volunteers for the dLCV.</p> <p>The meeting was declared an organization meeting. The Incorporators elected themselves to be the initial Board. Maureen Hollowell moved that CW Tillman serve as President, Maureen Hollowell as Vice President, Elizabeth Priaulx as Treasurer, and Colleen Miller as Secretary. The motion was carried. The Incorporators could then proceed with selecting board members for the dLCV.</p>
<ul style="list-style-type: none">• Ratification of MOUs	<p>The Board ratified the conflict of interest policy and MOUs (2). The full 11 member board will be asked to ratify them as well.</p>
VOPA Board Meeting Report	<p>CW Tillman said the Internal Policy Committee members met on July 16 and reviewed the dLCV Advocacy Procedure Manual. There were a few suggested changes. The Board will review the Advocacy Policy Manual once the full Board is in place.</p>
Selection Process and Full Board Members	<p>Maureen Hollowell moved and CW Tillman seconded that the Board membership be increased to 12 through the end of the September 25, 2013 meeting, to allow for Elizabeth Priaulx’s smooth transition off the board. Adopted.</p> <p>The Board discussed the concern that potential board members may</p>

have a conflict of interest by serving on the board. A conflict of interest statement will be signed by all Board members. The Board agreed that the focus should be on selecting members that will have a voice for people with disabilities and working with people with disabilities.

After careful and thorough discussion of each applicant and the requirements of federal law, the selection process resulted in applicant's number 28, 26, 22, 20, 19, 14, 8, 2 for the new Board members. The new Board members are Bryan Lacy, Karen Michalski-Karney, Stephen Dawe, Kathryn Merritt, Angela Thanyachareon, Michael Toobin, Eunice Turkson, Donald Price, and Ali Parker (Chair of the PAIMI Council). Two alternates were selected in the event that someone declines.

Benefits Updates

Colleen Miller said that VOPA will make a full leave payout to staff. Staff may have several options for a possible rollover into 401k or other retirement accounts.

Ms. Miller asked that DLCV recognized holidays be the same as the state with the exclusion of Lee Jackson Day and December 24 will now be a holiday. Staff will accrue PTO leave with several options being considered for more immediate use of leave by staff. The policies as attached were adopted by the Board.

Colleen Miller said other benefits will be recommended to the full Board.

Closed Session

The meeting went into a closed session for the Board to discuss staff salaries. After the closed session, all affirmed that only staff salaries were discussed. The Board directed Colleen Miller to make salary offers at the same level as current salary unless an adjustment is necessary for greater responsibilities or for retention purposes.

Meeting Dates

The Board will meet on Thursday, August 1 at 11am, September 25 and other meetings as necessary.

Maureen Hollowell moved to adjourn the meeting and CW Tillman seconded. The meet adjourned at 6:10pm.