

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

Richmond, VA

October 28, 2016

Members Present	Angela Thanyachareon, (President), Stephen Dawe, Colleen Miller (Ex-Officio), CW Tillman, Tom Walk, Polly Swainston, Michael Toobin
Members Absent	Eunice Turkson, Maureen Hollowell, Donna Gilles
Members Present via Conference Phone	Jacqueline Eubanks, Kathryn Marks
Staff Present	LaToya Blizzard, Clyde Mathews, Steve Traubert, Max Holland
Guests	Harry Gewanter, Tarin Mehta
Call to Order and Welcome	Angela Thanyachareon (President), called the meeting to order at 10:12 a.m.
Agenda	Angela Thanyachareon (President), made note of changes to the agenda. Stephen Dawe moved and CW seconded the motion to adopt the agenda as amended. The agenda was adopted unanimously.
Acknowledgement	Angela Thanyachareon, (President), acknowledged Polly Swainston’s work with the Board and thanked her for her service. The Board had a moment of silence for Bryan Lacy, in memorium.
Mission Statement	Michael Toobin recited the dLCV mission statement.
Approval of Minutes	Tom Walk moved and Stephen Dawe seconded to approve the minutes from the October 28, 2016 meeting as amended. The Board approved the motion unanimously.
Public Comment	The Board received no public comment.
Board Round Robin	Each member participated in a round table discussion about their disability related concerns from their communities.
President’s Report	Colleen Miller detailed the upcoming Governing Board meetings for the coming year. She then outlined the Conflicts & Confidentiality Agreements for Board members’ signatures.

Angela Thanyachareon detailed the existing committees and their members. She then called for a volunteer for the dLCV Foundation Gala Committee. Kathryn Marks volunteered.

Angela then indicated that there would soon be vacancies on the Governing Board to be filled and encouraged the Board to recommend potential members.

Angela Thanyachareon noted ways for Board members to donate to the dLCV Foundation.

Angela and Colleen discussed the upcoming Executive Director evaluation.

Unfinished Business

CW Tillman led a discussion of the revised strategic plan. The Board discussed the new systemic objectives, including a focus on underserved populations, as well as key partners. CW established an ad hoc committee to revise Goal 5 measures.

Council and Foundation

Colleen Miller and Jacqueline Eubanks gave a summary of recent PAIMI council activity. CW Tillman volunteered to be the Governing Board representative to the next PAIMI Council meeting.

Harry Gewanter of the Foundation Board reported actions from the most recent Foundation Board meeting.

Committee Reports

Angela Thanyachareon gave an update from the Governing Committee to the Board. Colleen Miller did an overview of changes made to the Articles of Incorporation and By-Laws. CW Tillman moved and Stephen Dawe seconded to approve the Articles of Incorporation and By-Laws as amended. The motion passed unanimously.

Angela Thanyachareon reported on the work of the Public Input & Priorities Committee.

The Finance Committee report was given by Michael Toobin. CW Tillman moved and Stephen Dawe seconded approval of the 2017 Budget. The motion passed unanimously.

Stephen Dawe moved and CW Tillman seconded to open a new account with Essex Bank for discretionary funding. The motion passed unanimously.

Stephen Dawe moved and Polly Swainston seconded investment of additional money in certificates of deposit (CDs). The motion passed unanimously.

Tom Walk gave an update on the Compensation and Benefits Committee. Stephen Dawe moved and Michael Toobin seconded approval of changes to the Personnel Manual, as amended. The motion passed unanimously.

Angela Thanyachareon gave the Nominating Committee report. CW Tillman moved and Tom Walk seconded the renomination of Michael Toobin and Maureen Hollowell to the Board. The motion passed unanimously.

Michael Toobin moved and Polly Swainston seconded the slate of Angela, Stephen, and Tom to the Executive Committee positions. The motion passed unanimously.

Michael Toobin moved and CW Tillman seconded a nomination of Kathryn Marks to the office of Secretary from the floor. The motion passed unanimously.

Michael Toobin moved and Polly Swainston seconded accepting Tarun Mehta as a member of the Board. The motion passed unanimously.

New Business

There was no new business.

dLCV Reports

Colleen Miller, Executive Director, reported on the success of the second dLCV Open House, annual reports being produced by dLCV Staff, and anticipating mental health legislation. Deputy Director for Litigation Steve Traubert gave a report on dLCV litigation, especially including bar exam accommodations earned via settlement for a dLCV client.

Meeting adjourned at 2:06 p.m.

Reminder of upcoming events:

- November 5, 2016 — PAIMI Council, 10:00 a.m. – 2:00 p.m.
- November 14, 2016 – Foundation Board meeting, 12:00 p.m. – 1:30 p.m.
- January 28, 2016 — dLCV Board meeting, 10:00 a.m. – 3:00 p.m.