

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

Richmond, VA

July 28, 2017

Members Present	Angela Thanyachareon, (President), Stephen Dawe, Tom Walk, Donna Gilles, Maureen Hollowell, Colleen Miller (Ex-Officio)
Members Absent	Jacqueline Eubanks, CW Tillman
Members Present via Conference Phone	Carrie Knopf, Michael Toobin, Jefferson Harding
Staff Present	Max Holland, LaToya Blizzard, Devin Coleman
Guests	Harry Gewanter (Foundation)
Call to Order and Welcome	Angela Thanyachareon (President), called the meeting to order at 10:07 a.m.
Mission Statement	Stephen Dawe recited the dLCV mission statement.
Board Round Robin	Each member participated in a round table discussion about their disability related concerns from their communities.
Strategic Plan Discussion	<p>Devin Coleman presented to the Board on “Communicating Our Message.”</p> <p>Devin led the Board through a series of questions regarding the dLCV’s messaging and marketing in order to help the Board better communicate on behalf of dLCV. The Board discussed messaging tactics as it related to advocacy partners.</p>
Fundraising Presentation	Peter Mazure, volunteer, led the Board in a guided discussion about fundraising opportunities. Specifically, the presenter helped the Board answer the questions: “What prevents contributions to dLCV?” and “What helps dLCV raise money?”
Consent Agenda	Maureen moved and Tom seconded the motion to adopt the consent agenda. The agenda was adopted unanimously.
Audit Report	<p>The Auditors joined the meeting via teleconference to give a report on the latest audit.</p> <p>The Auditors reported a “vast improvement” in the latest audit. They noted an improvement in correct accounting for accruals and expect the report to be “All Clear” in 2017. They noted that dLCV was en route to be a low-risk auditee.</p>

Committee Reports

Michael Toobin gave the Public Awareness & Goals Committee Report to the Board. The Committee sent out the Public Input Survey, which was prepared by Staff with input from the Committee, to the public. 218 responses were recorded to the survey. Three major issues were gleaned from the results: Quality of Mental Health Services, Community Access, and Government Benefits. The summary of the survey will be promptly sent to the full Board.

Michael likewise reviewed the proposed Goals and Focus Areas for FY18. The Committee made semantic changes to the proposed GFAs and otherwise approved them. Two significant impact projects were completed in FY17: the Coming of Age Project and the Jail to Mental Health Facility Transfer Project. dLCV will have an open objective to continue monitoring transfers from jails to mental health facilities in FY18.

The Committee suggested that the Board assist with the next step of public input, namely discussions with advocacy partners about systemic needs. We will provide the final Goals and Focus Areas to the Board along with suggested questions. Each Board member will then contact advocacy leaders whom they know and seek out advice on the major systems issues with a specific Focus Area. Stephen Dawe moved and Donna Gilles seconded to have the Board members do this survey. The motion was carried unanimously.

Donna Gilles gave the Governance Committee Report to the Board. The Board discussed the Board Skills Assessment Report. Donna noted the proposed changes to the Nominating Procedures. Stephen moved and Tom Walk seconded the motion to adopt the changes. The motion passed unanimously.

Donna discussed attendance and archiving of the Board Training Webinars. She also noted the two vacancies that were current or upcoming on the Board.

Tom Walk gave the Finance and Audit Committee Report. Tom noted that dLCV had received all funding from the Federal Government for 2017. With regard to the Financial Reports, Tom indicated that there were no exceptional items and that the agency was on track to stay within budget. He reiterated that the 2016 Audit Report showed a great improvement from prior years' reports.

The Finance and Audit Committee recommended two changes to the dLCV Investment Policy. First, the Committee recommended that \$20,000 be available for reinvestment in municipal bonds with interest at at least 2.00% and with a one-year maturity. Secondly, the Committee recommended that the majority of discretionary funds held at Towne Bank, minus that amount required to avoid penalties for the checking account, be transferred into a money market account. Maureen Hollowell moved and Donna Gilles seconded the motion. The motion passed unanimously.

Carrie Knopf gave the Nominating Committee Report. The Nominating Committee is in the process of developing the slate of officers to be presented at the October Board Meeting. Interested Board members were advised to

contact Carrie. The Committee is composed of Carrie, Colleen, and Angela. A doodle poll will be circulated regarding meeting dates.

Other Announcements

Colleen gave an update regarding the Developmental Disabilities Assistance and Bill of Rights Act of 2000. The President's budget proposes to eliminate the DD Planning Council and roll several councils into one organization and cut the funding in half. It was scrapped in the House and expected to be scrapped in the Senate soon.

New Business

There was no new business.

Meeting adjourned at 1:55 p.m.

Reminder of upcoming events:

- August 12, 2017 — PAIMI Council, 9:00 a.m. – 1:00 p.m.
- August 12, 2017 – Volunteer Appreciation Picnic, noon – 4 p.m.
- September 18, 2017 – Foundation Board meeting, 12:00 p.m. – 1:30 p.m.
- October 21, 2017 — dLCV Board meeting, 10:00 a.m. – 3:00 p.m.