**disAbility Law Center of Virginia (dLCV)**

**Governing Board Meeting**

Richmond, VA July 26, 2019

**Members Present** Tom Walk (President),Carrie Knopf, Angela Thanyachareon, , Frank Hayes, Harry Gewanter, Frank Carrillo, Maureen Hollowell, Jefferson Harding, Holly Hilton, Sally Conway, Michael Toobin, Colleen Miller (Ex-Officio)

**Members Absent** Donna Gilles, Henry Claypool

**Staff Present** Kourtney Wilson

**Call to Order and Welcome** Tom Walk (President) called the meeting to order at 12:32pm.

**Consent Agenda** Frank Hayes moved and Frank Carrillo seconded the motion to adopt the consent agenda. The agenda was adopted unanimously.

**Mission Statement** Sally Conway recited the dLCV mission statement.

**Board Round Robin** Board members participated in a round table discussion about their disability-related concerns from their communities and Colleen Miller shared updates on disability-related legislation.

**Committee Reports** Holly Hilton led the Board in discussion about the Executive Director Evaluation Task Force’s proposed changes to the Executive Director evaluation. Board members asked clarifying questions and gave suggestions regarding the structure of the evaluation. The Task Force clarified that of the 4 questions to be asked of staff, they may seek clarification if the answer is no. Frank Carrillo moved to accept the performance evaluation process as proposed by the Task Force. Harry seconded and the motion passed unanimously. The Board then reviewed the “Board Survey” and changes proposed by the Task Force. Holly moved adoption of the survey, Harry seconded, and the motion passed unanimously. The Board agreed to re-convene the Task Force to update the Executive Director job description, and to review the results of the evaluation process.

Colleen Miller gave the Governance Committee report. The Committee recommended that Tom Walk be reappointed to the Board for an additional 4-year term. Holly moved and Jefferson Harding seconded. The motion passed unanimously. Holly and Colleen invited Board members to join the Governance committee meetings and notified members that meetings are scheduled for the first Monday of each month at 12:00pm. The next meeting will take place on Monday, August 5th at 12:00pm. Lastly, the Board engaged in a discussion about the importance of racial diversity amongst Board members.

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Jefferson Harding gave the Finance and Audit Committee report. Jefferson gave a rundown of dLCV’s budget and expenditures to date for FY19. Board members asked questions for clarification purposes.

Holly Hilton gave the Public Awareness & Goals Committee report. Holly discussed the process of the public input survey as well as the survey’s outcome. Board members asked specific questions about demographics of survey-takers and shared their recommendations regarding strategic planning for future survey distribution efforts. In addition, the Board discussed the proposed Goals and Focus Areas for FY20 and Frank Hayes moved to pass them. Frank Carrillo seconded. The motion passed unanimously.

Angela Thanyachareon and Michael Toobin were appointed to the Officer Nominating Committee.

**Frank Carrillo moved and Sally Conway seconded the motion to adjourn the meeting. The motion passed unanimously. Meeting adjourned at 1:51 p.m.**

Reminder of upcoming events:

* July 26, 2019 — dLCV Program Board, Foundation, and PAIMI Council Joint meeting, 3:00 PM
* September 13, 2019 — Foundation Board, 12:00 PM
* October 26, 2019 – dLCV Program Board meeting, 10:00 AM

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