

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

Richmond, VA

April 25, 2020

Members Present	Tom Walk (President), Carrie Knopf, Angela Thanyachareon, Harry Gewanter, Donna Gilles, Frank Carrillo, Holly Hilton, Maureen Hollowell, Jefferson Harding, Sally Conway, Frank Hayes, Michael Toobin, Tonya Kinlow, Tina Stelling, Colleen Miller (Ex-Officio)
Members Absent	Henry Claypool
Staff Present	Kourtney Wilson
Call to Order and Welcome	Tom Walk (President) called the meeting to order at 9:03 am.
Consent Agenda	Harry Gewanter moved and Frank Carrillo seconded the motion to adopt the consent agenda. The agenda was adopted unanimously.
Mission Statement	Frank Carrillo recited the dLCV mission statement.
Board Round Robin	Board members participated in a round table discussion about their disability-related concerns from their communities – specifically concerns related to the COVID-19 pandemic’s impact on people with disabilities.
New Business	<p>Tom Walk led the Board in a conversation about the upcoming annual joint meeting of the Board of Directors, PAIMI Council, and Foundation Board. The Board decided to cancel the July joint meeting and consider postponing it until October.</p> <p>Colleen Miller her review of the Board Operating procedures. She did not find any procedures that need revision.</p> <p>Colleen Miller discussed the various impacts that new state legislation will have on dLCV operations – specifically the minimum wage bill and mandatory paid sick leave bills. The sick leave bill was not passed, but it came close. Depending on the details, dLCV’s policy probably already complies. As for the minimum wage increase in 2021, dLCV’s salaries already comply but we might start to feel the effects of “wage compression” in later years.</p>
Strategic Plan Discussion	Tonya Kinlow presented on the differences between dLCV’s strategic plan and dLCV’s operating plan and provided suggestions about how the organization might measure the success of these plans.
Leadership Discussion	Colleen Miller updated Board members about dLCV’s response to the COVID-19 crisis and answered questions from members.

Committee Reports

Holly Hilton gave the Public Awareness & Goals Committee report. Holly shared that the annual survey was sent out to individuals with disabilities the week preceding the meeting. She explained the changes to the survey timeline and the Committee's hopes that these changes would make the survey more effective. Holly encouraged Board members to distribute the survey to people in their communities.

Donna Gilles gave the Governance Committee report. Donna explained the Committee's goals to recruit new Board members from diverse backgrounds and geographical locations. More specifically, the Board is recruiting for potential members with marketing or human resource management backgrounds. Donna announced that there will be at least one opening on the Board in the fall.

Jefferson Harding gave the Finance and Audit Committee report. Jefferson reported that as of the end of the second quarter, 60% of grant funds are available. Jefferson also discussed the 2019 audit with the Board members. Next, Colleen Miller proposed an 8 week "COVID Leave" plan that would allow dLCV to move to a 32 hour work week for the purpose of reducing burnout amongst dLCV staff members during the COVID 19 crisis. The motion passed unanimously. Lastly, Colleen discussed a \$90,000 loan that dLCV requested. Frank Carrillo moved to approve the loan and Carrie Knopf seconded. The motion passed unanimously.

Other Business

Board members discussed plans to possibly reschedule the next Board meeting until another date in the summer. Colleen Miller shared with the Board the specifics of the dLCV Foundation's upcoming virtual Gala.

Meeting adjourned at 12:34 p.m.

Reminder of upcoming events:

- dLCV Foundation – May 8, 2020, 12:00 PM
- July 25, 2020 – PAIMI Council meeting, 10:00 AM – 2:30 PM
- "Your Choice - Your Rights" Virtual Gala, May 28 - June 2, 2020