

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

Richmond, VA

July 24, 2020

Members Present	Tom Walk (President), Carrie Knopf, Angela Thanyachareon, Harry Gewanter, Donna Gilles, Frank Carrillo, Henry Claypool, Maureen Hollowell, Jefferson Harding, Sally Conway, Frank Hayes, Tonya Kinlow, Tina Stelling, Colleen Miller (Ex-Officio)
Members Absent	Holly Hilton, Michael Toobin
Guests Present	Stacy Ruble
Staff Present	Randy Reus, Kourtney Wilson
Call to Order and Welcome	Tom Walk (President) called the meeting to order at 12:31pm.
Consent Agenda	Frank Carrillo moved and Tina Stelling seconded the motion to adopt the consent agenda. The agenda was adopted unanimously.
Mission Statement	Tonya Kinlow 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.
Foundation Merger	Stacy Ruble (dLCV Foundation President) led the Board in a discussion about possible plans to merge the dLCV Foundation Board into the Board of Directors. Board members raised questions regarding the benefits, disadvantages, and legal implications of such a merger.
Strategic Plan Discussion	Tonya Kinlow encouraged each Board member to share his or her input regarding the development of the organization’s strategic plan. Tonya explained that the plan will include ideas from dLCV’s key stakeholders and that the goal is to have the strategic plan approved in October 2020 so that it can go into effect at the start of Fiscal Year 2021 and guide dLCV’s direction for the next 5 years.
Committee Reports	Jefferson Harding gave the Finance and Audit Committee report. Jefferson reported that at the beginning of the fourth quarter, 39% of grant funds are available. In addition, Jefferson explained that the audit is delayed for this fiscal year due to the pandemic. The deadline has been extended. Jefferson and Colleen Miller discussed the status of the grants. DD and PAIR grants are running close to overspending. Donna Gilles gave the Governance Committee report. Donna explained the Committee’s goals to recruit new Board members from diverse

backgrounds and geographical locations. In addition, Colleen reminded the Board that members can watch finance trainings on dLCV's website.

Frank Hayes gave the Personnel Committee report. Frank discussed the office's telework policy and the stipulations that staff must follow in order to continue working at home for any allotted period of time. In addition, he notified Board members that the Committee will be reviewing the annual leave carry-over policy at a future Personnel Committee meeting, as opportunities for staff to take vacation have been impacted by the COVID-19 pandemic.

Sally Conway gave the Executive Evaluation Task Force. Sally discussed the Task Force's recommendations for changes to the ED evaluation policy. The first recommendation is for the Director of Finance to be a mandatory interviewee for every annual evaluation. The second recommendation is that if any interviewed staff member indicates perception of the Executive Director's non-compliance, then the interviewer should ask follow up questions.

Angela Thanyachareon gave the Public Awareness & Goals Committee report. Angela encouraged Board members to reach out to organizations that are dLCV's advocacy partners and to ask them to fill out the annual survey. The purpose of this is to have their input help shape dLCV's goal to start working on more system impact projects in the next fiscal year. Angela reminded the Board that the survey deadline is July 31st. Lastly, Colleen shared that the Committee made one change to the FY 21 Proposed Goals and Focus Areas, which was to add a focus area specifically on voting rights.

Maureen Hollowell gave the Nominating Committee Report. Maureen shared with the Board that if anyone is interested in serving as an officer that they should reach out to her. Officer nominations are due by September 18, 2020.

Meeting adjourned at 3:41 p.m.

Leadership Discussion

Following the completion of the meeting, Colleen updated Board members about investigations of facilities with COVID-19 outbreaks and Board members shared their concerns.

Reminder of upcoming events:

- PAIMI Council meeting – July 25, 2020, 10:00 AM – 2:30 PM
- Foundation Board meeting – August 14, 2020, 12:00 PM
- dLCV Board meeting – October 30, 2020, 2:00 PM