

# **MINUTES**

## **STATEWIDE INDEPENDENT LIVING COUNCIL**

### **EXECUTIVE COMMITTEE MEETING**

**August 4, 2010 1:00 PM – 3:00 PM**

**93 Gooding Ave., Suite 3, Bristol, RI 02809**

**Members Present: Kristen Connors, 1st Vice Chair; Rick Costa, Secretary (speaker phone); Liz Graves, Chairperson; Anna Liebenow, LDA Co-Chair; Barbara Rozul, Treasurer; Heidi Showstead, 2nd Vice Chair (speaker phone); Mary Wambach, LDA Co-Chair.**

**Staff Present: Camille Pansa, Executive Director; Lisel Rockwood, Program Assistant.**

**Interpreter: Dona Lombardi**

**1. Minutes of July 14, 2010: A motion was made by Heidi Showstead and seconded by Kristen Connors to accept the minutes as written.**

**Vote passed unanimously.**

**2. Review September 2010 calendar: Due to the office move, the Finance Committee meeting will be held a week earlier, on September 10th, and the LDA Committee will not meet in September. The August 23rd LDA Committee meeting will move to August 30th due to a conflict with a Cross Disability meeting. All other meetings are on their scheduled dates and time. The office will be closed on September 6th, Labor Day.**

**3. Revision of SPIL 11-13: All sections have been updated to comply with RSA's requests with the exception of one paragraph on PARI**

**funding sources which needs to be edited by Leo Canuel. It was decided that in order to not further delay the resubmission of the SPIL, if a response is not received from Leo by August 6th, the revision will be sent to RSA as is.**

**4. ADA Celebration: The event was held at the Department of Administration, Atrium Level, on July 23rd from 1 to 4 p.m. The celebration was well received, the speakers were interesting, the food was delicious, and the crowd involvement was impressive. Mary Wambach was thanked and congratulated for spearheading the event.**

**5. Staff job descriptions: The Finance committee recommendations for the new part time job descriptions due to the restructuring of the Council were reviewed. A motion was made by Kristen Connors and seconded by Heidi to Showstead to accept the recommendations of the Finance Committee and to adopt the job descriptions and salaries for the two part time positions beginning October 1, 2010. Vote passed unanimously.**

**A motion was made by Kristen Connors and seconded by Mary Wambach to reimburse the administrator for home internet service, to continue to fund the simple IRA, and to pro rate sick and vacation time for the two part time positions. Vote passed unanimously.**

**6. New budget: previously sent. The budget is a three year level budget at \$75,000 each year. The line item budget that will be sent to ORS for contract purposes was reviewed.**

**7. Establishment of two new committees: As of October 1st, the LDA Committee will no longer exist. Two new standing committees will be**

established to better serve the Council's purpose. The Needs Assessment Committee will replace the LDA Committee and the Membership/Nomination Committee, presently an ad hoc committee, will become a standing committee. A motion was made by Kristen Connors and seconded by Barbara Rozul to establish the two committees. Vote passed unanimously. Mary Wambach made a motion seconded by Kristen Connors to continue the protocol of having the Council Chairperson serve as Chairperson of the State Plan Committee. Vote passed unanimously.

8. Annual meeting: The Annual Meeting will be held on Wednesday, September 29th at the Radisson Airport Hotel in Warwick. The meeting will take place from 3:45 p.m. to 5:00 p.m. and will be followed by a dinner. There will be no awards or educational presentations. The dinner menu was discussed. Notices will be sent to all Council Members and a response will be required.

9. Officer positions for 2011: Officers and Committee Chairperson's positions were discussed for the upcoming year. A notice was sent to Council Members asking for their interest in Officer and committee positions. A new slate of Officers will be decided upon at the next Executive Committee meeting.

10. Chairperson's Report: Liz Graves expressed her gratitude for the support she has received from the Council. She spoke about the difficulties of the past year and also the successes. She feels the Council will remain strong and united.

11. Executive Director Report: no report.

12. Financial Report: previously sent. Barbara stated that there will be

**a surplus of funds at the end of this fiscal year though it is uncertain at this time as to the exact amount.**

**13. Leadership Development and Advocacy Committee Report: previously sent. Mary Wambach stated that the committee has spent much time discussing the new role of the Needs Assessment Committee and how to refocus the Committee's efforts.**

**14. Old Business/New Business/Incoming Mail: none.**

**Respectfully submitted,**

**Rick Costa**

**Secretary**