

# **MINUTES**

## **STATEWIDE INDEPENDENT LIVING COUNCIL**

### **EXECUTIVE COMMITTEE MEETING**

**June 6, 2012 1:15 PM – 3:00 PM**

**20 Nobert Street, Warren, RI 02885**

**Members Present: Rick Costa, Chairperson; Madeline Colon, Treasurer; Anna Liebenow, NAC Chair; Jack Ringland, Secretary; Heidi Showstead, 1st Vice Chair.**

**Staff Present: Camille Pansa, Administrator; Lisel Rockwood, Assistant to the Administrator.**

**Absent: Kristen Connors, 2nd Vice Chair; Liz Graves, State Plan Committee Chair.**

**1. Minutes of May 2, 2012: previously sent. Motion made by Anna Liebenow and seconded by Heidi Showstead to accept the minutes as written. Vote passed unanimously.**

**2. Review of July 2012 calendar:**

- July 11th; Executive Committee**
- July 18th; Needs Assessment Committee**
- July 23rd thru July 27th; 6 GCD Public Hearings**
- July 25th; Finance Committee**

**3. June quarterly agenda/educational presentation/food: It was suggested that reports should be in writing even if given orally. Plans and the agenda were discussed. Anna Liebenow will present the PowerPoint of the Survey for the educational presentation. Food**

will be light snacks.

4. **Promotion of NAC survey:** A PowerPoint presentation of the Needs Assessment Survey is planned for the quarterly as well as the GCD Public Forums. Inserting flyers in OSCIL's and PARI's newsletters and/or Survey postcard mailings were discussed.

5. **Annual meeting/officer positions/recognition:** The annual meeting will be held Monday, September 24th at the Radisson Hotel in Warwick, RI from 12:30 to 3:30 p.m. A lunch will be served. Council recognition awards will be presented.

6. **Finance Cmt. guidelines for cost for conference attendance:** The Finance Committee voted unanimously to authorize the Administrator to approve expenses under \$500. All expenses above \$500 must be approved by two of the following: Administrator, Council Chair, or Treasurer. This will be noted in the Financial Procedures

7. **Mentoring orientation for new members and volunteers:** The next meeting is scheduled for June 25th from 1:00 to 2:30 p.m.

8. **Finance report:** Madeline Colon stated that the books are up to date, and the expenses and budget have been reviewed by the Finance Committee. The next

meeting will be July 25, 2012 from 1:30 to 3:00 p.m.

9. **Chairperson's report:** no report.

10. **Needs Assessment Committee report:** previously discussed.

11. **Old business/new business:** Heidi Showstead stated that the Cross Disabilities

Coalition is going well and several sub-committees are actively working on various areas of concern.

**Jack Ringland**  
**Secretary**