

**ACCESS INDEPENDENCE, INC.**  
**SPECIAL BOARD OF DIRECTORS MEETING MINUTES**  
**TUESDAY, DECEMBER 22, 2020, 5:00 PM**

Office of Access Independence, 324 Hope Drive, Winchester, VA

**Board Members Present**

Louise Garrett - President  
Tim Knight – Secretary  
Lisa Boone - Treasurer  
Michael Murrow  
Anne Brewster  
Nancy Anderson  
Dr. Lynn Wiley

**Member Absent**

Sydney Sharp  
Trish Dick – Vice President

**AI Staff Member Present**

None

**Guests**

None

**Board meeting was held via Zoom due to COVID-19 State of Emergency. A quorum was present.**

**5:05 p.m. – Meeting was called to order by Louise Garrett.**

**1. Call to Order and Welcome Louise Garrett**

President Garrett welcomed two new Board members; Dr. Lynn Wiley and Nancy Anderson.

**2. Approve the Agenda Louise Garrett**

The agenda was distributed and reviewed.

**Michael Murrow moved to approve the agenda as amended adding Comments/Recommendations from the President. Anne Brewster seconded. Motion carried.**

President Garrett recommended that going forward Ai's Executive Administrative Assistant will be attending the Board meetings to take the minutes and she is appointing Michael Murrow as Sergeant-at-arms.

**3. Public Comments Louise Garrett**

None

4. Minutes

Louise Garrett

The minutes from October 20, 2020 were distributed and reviewed.

Michael Murrow moved to approve the minutes as presented from the October 20, 2020 meeting. Lisa Boone seconded. Motion carried.

5. Appoint Karen Harris as Interim Executive Director.

Michael Murrow moved to appoint Karen Harris as the Interim Executive Director of Access Independence at an initial starting salary of no more than \$20/hour, effective December 2, 2020, serving at the pleasure of the Board of Directors, or until the position of Executive Director is filled. Seconded by Tim Knight.

6. Adjournment

Anne Brewster moved to adjourn the meeting at 5:35 p.m. Lisa Boone seconded. Motion carried.

*Timothy Knight*

12/22/2020

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Secretary

\_\_\_\_\_  
Date