

**ACCESS INDEPENDENCE, INC.
ANNUAL BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, JULY 20, 2021, 5:30 PM**

1. Call to Order and Welcome (Louise Garrett)

President Garrett called the Annual Board of Directors Meeting of Access Independence, Inc., at 324 Hope Drive, Winchester, to order on Tuesday, July 20, 2021 at 5:31 PM. A quorum was present.

2. Roll Call

Board Members Present

Louise Garrett – President

Trish Dick – Vice President

Anne Brewster – Acting Secretary

Lisa Boone

David Booth (via Zoom)

Fay Dutton

Lynn Wiley (via Zoom)

Tim Knight – Emeritus Member (via Zoom)

Board Members Absent

Nancy Anderson

Ai Staff Members Present

Charles Harbaugh IV – Executive Director

Karen Harris – Assistant Executive Director/Accounting Manager

Diane Burnes – Executive Administrative Assistant

Guests Present

Brenda Ernst, Irene Perez Hardesty, Ahnna Lise Stevens-Jennings and Will Lawrence

3. Public Comments

None

4. Approve Minutes

The minutes from the June 15, 2021 Board meeting were distributed and reviewed. The minutes stand approved as presented.

5. Report of Special Committees

- **Roll Your Own** (Charles Harbaugh)

The date is set for September 25, 2021. This will be the last year for the event in this format. We will be rebranding it with a new name to include more disabilities with more activities.

- **Nominating Committee** (Anne Brewster):

Anne Brewster introduced the slate of officers for the 2021-22 Board year:

Louise Garrett – President

Trish Dick – Vice President

Lynn Wiley – Treasurer

Ann Brewster – Secretary

A nomination for President from the floor was called. Seeing no nominations, a motion was made by Trish Dick, seconded by Anne Brewster to close the nomination. Motion carried.

A nomination for Vice President from the floor was called. Seeing no nominations, a motion was made by Anne Brewster, seconded by Lynn Wiley to close the nomination. Motion carried.

A nomination for Secretary from the floor was called. Seeing no nominations, a motion was made by Trish Dick, seconded by Fay Dutton to close the nomination. Motion carried.

A nomination for Treasurer from the floor was called. Seeing no nominations, a motion was made by Trish Dick, seconded by Anne Brewster. Motion carried.

A motion was made by Trish Dick, seconded by Lisa Boone, to approve the nominations as presented by the Acting Nominating Committee Chair. Motion carried.

Anne Brewster introduced the four nominees presented for approval to Ai Board of Directors:

Will Lawrence, Ahnna Lise Stevens-Jennings, Brenda Ernst, and Irene Perez Hardesty.

A motion was made by Lynn Wiley, seconded by Fay Dutton to accept the nomination of Will Lawrence to the Ai Board of Directors. Motion carried.

A motion was made by Anne Brewster, seconded by Fay Dutton to accept the nomination of Ahnna Lise Stevens-Jennings to the Ai Board of Directors. Motion carried.

A motion was made by Fay Dutton, seconded by Anne Brewster to accept the nomination of Brenda Ernst to the Ai Board of Directors. Motion carried.

A motion was made by Lynn Wiley, seconded by Fay Dutton to accept the nomination of Irene Perez Hardesty to the Ai Board of Directors. Motion carried.

President Garrett welcomed the new Board members.

6. Report of Officers

Executive Director (Charles Harbaugh)

A report was enclosed for Board review.

- Ai finished the budget year up \$27,000
- We have set a goal of 72 new consumers for its fiscal year
- Part B 3rd Quarter Financial report was enclosed for Board review
- Juneteenth Day (June 19th) is now a federal holiday. A motion is needed to approve the addition of Juneteenth Day to Section 208 Holidays, of the Policies and Procedures Manual.

A motion was made by Trish Dick, seconded by Fay Dutton to add Juneteenth Day to Section 208 Holidays, of the Policies and Procedures Manual. Motion carried.

○ Treasurer

The unadjusted 2020-21 P&L was enclosed for Board review.

7. Report of Standing Committees

- Executive No Report
- Finance No Report
- Personnel No Report

8. Unfinished Business

- **Emergency Succession Plan**

The updated Emergency Succession Plan was presented for Board approval with two additional changes.

A motion was made by Trish Dick, seconded by Anne Brewster, to approve the updated Succession Plan with two additional changes as presented. Motion carried.

- **Bylaws Updates**

The updated Bylaws were presented for Board approval.

A motion was made by Anne Brewster, seconded by Trish Dick, to approve the updated Bylaws as presented. Motion carried.

- **FY 2021-22 Board Meeting Calendar**

The FY 2021-22 Board Meeting Calendar was presented for Board approval.

A motion was made by Trish Dick, seconded by Lynn Wiley, to approve the FY 2021-22 Board Meeting Calendar. Motion carried.

9. New Business

- **Board Member Resignation**

Nancy Anderson tendered her letter of resignation from the Ai Board.

A motion was made by Fay Dutton, seconded by Lynn Wiley, to accept Nancy Anderson's resignation. Motion carried.

- **2021-2022 Board Committee Assignments**

The Executive Committee - Louise Garrett, Trish Dick, Anne Brewster, Lynn Wiley, and Emeritus Member Tim Knight . Fay Dutton is an alternate

Finance Committee – Lynn Wiley, Chair
Members: Lisa Boone, Will Lawrence, Trish Dick and David Booth

Personnel Committee – Trish Dick, Chair
Members: Fay Dutton and Ahnna Lise Stevens-Jennings

Board Retreat Special Committee – Lynn Wiley and Irene Perez Hardesty.

Date: October 9, 2021

Time 9:00 – 3:00

Place: TBD based on date availability

10. Adjournment

Fay Dutton made a motion, seconded by Trish Dick, to adjourn the meeting at 6:25 PM. Motion carried.

APPROVED



Anne Brewster, Secretary

8/17/2021

Date