

**ACCESS INDEPENDENCE, INC.  
MONTHLY BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, AUGUST 17, 2021, 5:30 PM**

**1. Call to Order and Welcome** (Trish Dick)

Vice President Dick called the Board of Directors Meeting of Access Independence, Inc., at 324 Hope Drive, Winchester, to order on Tuesday, August 17, 2021 at 5:30 PM. A quorum was present.

**2. Roll Call**

**Board Members Present**

Louise Garrett – (via Zoom)

Trish Dick – Vice President

Anne Brewster –Secretary

Lisa Boone

David Booth (via Zoom)

Fay Dutton

Will Lawrence

Irene Hardesty

Tim Knight – Emeritus Member (via Zoom)

**Board Members Absent**

Lynn Wiley, Ahnna Lise Stevens-Jennings, and Brenda Ernst

**Ai Staff Members Present**

Charles Harbaugh IV – Executive Director

Karen Harris – Assistant ED/Accounting Manager (via Zoom)

Diane Burnes – Executive Administrative Assistant

**Guests Present**

None

**3. Public Comments**

None

**4. Approve Minutes**

The minutes from the July 20, 2021 Board meeting were distributed and reviewed. The minutes stand approved with one change.

## 5. Report of Standing Committees

- The Executive Committee Report was enclosed for Board review. The Executive Committee is not at 51% majority of people with disabilities per our Bylaws Section 3.01. Anne Brewster resigned, and President Garrett assigned Fay Dutton as Acting Secretary. The Executive Committee is asking the Board to accept Anne Brewster's resignation as Secretary and accept Fay Dutton's nomination as Secretary.

**A Motion was made by Louise Garrett, seconded by Irene Hardesty to accept Anne Brewster's resignation. Motion carried.**

**A Motion was made by Anne Brewster, seconded by David Booth to approve Fay Dutton as Secretary for the remainder of FY 2021-22. Motion carried.**

- **Bylaws, Section 3.01 – Executive Committee**

The Executive Committee shall consist of the Officers of the Corporation and up to two members from the membership of the Board of Directors appointed by the President and approved by the Board. A majority of the Executive Committee must consist of Directors with disabilities.

The code of Federal regulations is... individuals with significant disabilities constitute more than 50 percent of the center's governing board. This requirement is for the Board, not for the Executive Committee. The Committee is recommending the sentence; A majority of the Executive Committee must consist of Directors with disabilities be deleted from Section 3.01.

**A Motion was made by Fay Dutton, seconded by Irene Hardesty to delete the sentence; A majority of the Executive Committee must consist of Directors with disabilities, from Bylaw Section 3.01. Motion carried.**

## 6. Report of Officers

**Executive Director (Charles Harbaugh)**

A report was enclosed for Board review.

- We are at 50% of our goal for Roll Your Own
- Ai participated in the Yard Crawl and made \$800
- Ai's goal for FY 2021-22 is 72 new consumers

7. **Report of Special Committees** (Irene Hardesty)

- Board Retreat – Regents 117, 10/9
- One sponsor – Old Dominion Insurance covering ½ cost, they will be making a short presentation at the retreat
- Attorney is not available for Board Education at retreat, but will be able to make the September Board meeting

8. **New Business**

○ **Ai Infection Control Policy**

The Executive Committee is recommending the Board approve the following change to the Ai Infection Control Policy; ***Masks are required for everyone who enters. Masks are to be worn by employees in common areas whether vaccinated or not.***

**A motion was made by Anne Brewster, seconded by Fay Dutton, to approve the change to the Infection Control Policy. Motion carried.**

○ **Simple IRA for employees**

The Executive Committee is recommending opening a Simple IRA for employees. Ai will match up to 3% of an employee's investment.

**A motion was made by Fay Dutton, seconded by Irene Hardesty, to approve opening a Simple IRA for employees. Motion carried.**

9. **Adjournment**

**A Motion was made by Fay Dutton, seconded by Anne Brewster, to adjourn the meeting at 5:55 PM. Motion carried.**



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Fay Dutton, Secretary

9/21/2021

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Date