

**ACCESS INDEPENDENCE, INC.  
REGULAR BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, DECEMBER 6, 2022, 5:30 PM**

**1. Call to Order and Welcome**

President Hardesty called the Board of Directors Meeting of Access Independence, Inc. (Ai), at 324 Hope Drive, Winchester, to order on Tuesday, December 6, 2022 at 5:33 PM. A quorum was present.

**2. Mission Statement** – Fay Dutton read the Mission Statement of Ai

**3. Roll Call**

**Board Members Present**

Irene Hardesty - President  
David Booth – Vice President  
Fay Dutton – Secretary  
Lynn Wiley – Treasurer via Zoom due to illness  
Anne Brewster  
Lisa Boone  
Trish Dick – via Zoom due to illness  
Louise Garrett – via Zoom  
Ahna Lise Stevens-Jennings via Zoom

**Board Members Absent**

Pat Johnson  
Sue Jones  
Kelly Canterbury  
Will Lawrence

**Guest Present**

Phillip Wines – Ai Volunteer of the Year  
Cindy Marzullo, Domestic Violence Counselor, Laurel Center

**Ai Staff Members Present**

Charles Harbaugh IV – Executive Director  
Karen Harris – Assistant Executive Director/Accounting Manager  
Diane Burnes – Executive Administrative Assistant

Charles introduced Phillip Wines, Ai's Volunteer of the Year, to the Board, and thanked him for the time he puts in to helping Ai with deliveries and other miscellaneous jobs.

**4. Public Comments**

None

**5. Approve Minutes**

The minutes from the October 18, 2022 Board meeting were distributed and reviewed. Seeing no changes, the minutes stand approved as presented.

**6. Cindy Marzullo, Domestic Violence Counselor, Laurel Center**

Ms. Marzullo provided information about the services the shelter provides for abused women and children. The shelter is also equipped to offer accommodations to people with disabilities.

**7. Report of Officers**

**Executive Director** (Charles Harbaugh)

Enclosed for Board review.

Charles requested the Board adopt Election Day as an approved employee holiday.

**Anne Brewster moved to approve Election Day as an approved employee holiday. Seconded by Fay Dutton. Motion carried.**

**8. Executive Committee**

Enclosed for Board review.

**9. Finance Committee**

DRAFT of the Audited Financials was handed out for Board review.

**10. New Business**

Treasurer Resignation – Dr. Wiley handed in her resignation as Treasurer of the Board of Directors of Ai due to personal reasons. President Hardesty called for a motion and a second.

**David Booth moved to approve Dr. Wiley’s resignation as Treasurer of the Board of Directors of Ai. Fay Dutton seconded. Motion carried.**

Treasurer Nomination – Trish Dick

**Fay Dutton moved to approve Trish Dick as Treasurer of the Board of Directors of Ai. Lisa Boone seconded. Motion carried.**

Board Meetings Held Through Electronic Communication Means Policy was enclosed for Board to review and approve.

**Fay Dutton moved to approve the Board Meetings Held Through Electronic Communication Means Policy. David Booth seconded. Motion carried.**

Updates to Policies & Procedures Manual were enclosed for Board to review and approve.

**David Booth moved to approve the updates to the Policies & Procedures Manual. Anne Brewster seconded. Motion carried.**

2022 Consumer Satisfaction Survey was enclosed for Board review and approve.

**David Booth moved to approve the 2022 Consumer Satisfaction Survey to be sent out to our consumers. Seconded by Anne Brewster. Motion carried.**

**11. Adjournment**

**Lisa Boone moved to adjourn the meeting. Anne Brewster seconded. Motion carried.**

The meeting was adjourned at 6:17 PM.

**APPROVED**



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Fay Dutton, Secretary

2/21/2023

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Date

**Documents handed out at the meeting**

DRAFT of Audited Financials