

ACCESS INDEPENDENCE, INC.
REGULAR BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, AUGUST 20, 2024, 5:30 PM

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 at 5:32 PM. A quorum was present.

Mission Statement – Fay Dutton read the Mission Statement of Ai

Roll Call

Board Members Present

Irene Hardesty – President
David Booth – Vice President
Fay Dutton – Secretary
Trish Dick – Treasurer
Sue Jones
Kelly Canterbury
Lisa Boone
Lynn Wiley

Members Absent

Anne Brewster
Will Lawrence
Pat Johnson
Louise Garrett

Ai Staff Members Present

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

Public Comments

None

Approve Minutes

The minutes from the June 18, 2024 Board meeting were distributed and reviewed. Seeing no changes, the minutes stand approved as presented.

Report of Officers

Executive Director

- The ED report was enclosed for Board review.

Reports enclosed for Board review:

- 3rd Quarter Part B Financial Report Ending 6/30/2024
- 4th Quarter IL State Grant Financial Status Report & Budget Expenditures

Executive Committee Report

- The Executive Committee report was enclosed for Board review.
- The Executive Director Employment Agreement was presented for Board approval.

Trish Dick moved to approve the Employment Agreement for Charles Harbaugh IV commencing on July 1, 2024 through June 30, 2025 unless terminated as hereinafter provided. Sue Jones seconded. Motion carried.

- The enclosed Bylaw changes were approved by the Committee for approval by the Board.

David Booth moved to approve the Bylaw changes as presented. Lynn Wiley seconded. Motion carried.

Finance Committee Report

Trish Dick presented the FY 2024-25 budget for approval:

Trish Dick moved to approve the FY 2024-25 budget as presented. Sue Jones seconded. Motion carried.

Personnel Committee

- The Updated Emergency Succession and IT Disaster Recovery Plan was presented for approval.

Trish Dick moved to approve the Emergency Succession and IT Disaster Recovery Plan as presented. Sue Jones seconded. Motion carried.

Old Business

- The Personnel and Finance Committee members were presented at the June Board meeting.

Trish Dick moved to approve the Personnel and Finance Committee members. Fay Dutton seconded. Motion carried.

- Sue Jones reported that the Board retreat is scheduled for Sunday, Oct. 20th at Regions 117. Kevin Koziol is the speaker.

New Business

Motion to go into closed session

Trish Dick moved that the Board of Directors of Access Independence, Inc. convene in closed session to discuss related payroll matters pursuant to the personnel exemption at §2.2-3711(A)(1) of the Code of Virginia. Fay Dutton seconded. Motion carried.

Motion to come out of closed session

Trish Dick moved to certify that the content of the closed session meeting discussed only matters identified for the purpose of the closed session. Sue Jones seconded. Motion carried.

Roll Call was as follows:

Irene Hardesty – Aye

David Booth – Aye

Trish Dick - Aye

Fay Dutton – Aye

Lisa Boone – Aye

Sue Jones - Aye

Kelly Canterbury – Aye

Louise Garret – Aye

12. Adjournment

Trish Dick moved to adjourn. Fay Dutton seconded. Motion carried.

The meeting was adjourned at 7:15 P.M.

APPROVED



Fay Dutton, Secretary

10/15/2024

Date