

ACCESS INDEPENDENCE, INC.
REGULAR BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, DECEMBER 10, 2024, 5:15 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 5:15 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
Kelly Canterbury
Anne Brewster – arrived at 5:32
Will Lawrence
Louise Garrett – via Zoom-personal reasons
Lisa Boone
Lynn Wiley – via Zoom – work

Members Absent

Pat Johnson
Sue Jones

Ai Staff Members Present

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

Public Comments

None

Approve Minutes

The minutes from the October 15, 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.
- 704 Report enclosed for Board review
- VA FOIA Update enclosed for Board review
- Giving Tuesday – so far we raised over \$7,000

Executive Committee Report

- The Executive Committee report was enclosed for Board review.

Finance Committee Report

- A verbal report was given

Personnel Committee Report

- Trish Dick presented the updates to the Policies and Procedures manual and asked for a motion to approve.

David Booth moved to approve the updated Policies and Procedures manual. Fay Dutton seconded. Motion carried.

Old Business

- The community potluck lunch is Thursday 12/12
- Page County reached out to Ai for Pre-ETS in their schools for classes in learner's permit, self-advocacy, and work readiness – potential 30 students.

New Business

- The Consumer Satisfaction Survey was enclosed for Board review
- Updated Disability Etiquette Guide was enclosed
- Updated Board Handbook was enclosed
- Gift baskets for all Board members from Blue Ridge Baking

Closed Session

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. Irene Hardesty 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. Irene Hardesty seconded. Motion carried.

Adjournment - Staff left at 5:45 PM

APPROVED



Fay Dutton, Secretary

2/18/2025

Date