

**Disability Resource Center, Inc.  
Board of Directors Meeting  
October 20, 2011 Board Meeting**

**Minutes**

**Board Members Present:**

The following Board members were present, Sha' Nelms, Pam Cramer, Ken Hall, Kathy Duval, Rhonda Tingler, and Robert Cox, Executive Director.

**Members Absent:** Ann Hairston, Randall Hairston, Smokey Cloud and Julie Graham

**Call to Order:**

The meeting was called to order by Ken Hall, President at 5:36 p.m.

**Review of Minutes for Acceptance:**

The minutes were reviewed and accepted with changes. Motion was made by Pam Cramer and seconded by Kathy DuVal, Motion Passed.

**Budget:**

**Current Budget 2011/2012**

The budget was provided to all members two weeks prior to the meeting and copies were handed out at the meeting. The total budget includes 12 funding streams for a total of \$433,266.00. Members inquired about several funding streams and how funds are allocated in the budget. After discussion a motion was made to accept the budget as presented by Pam Cramer and seconded Kathy DuVal.

**Old Business:**

**2011 Florida Independent Living Conference (Sept 13-14 Tampa)**

Staff attended the 2011 Florida Independent Living Conference in Tampa on September 13-14 for a statewide training. DRC received funds from VR to cover a majority of the costs of the event.

**Leadership Bay – 2011-2012 class**

The Executive Director has been selected as a member of the 2011-2012 class. This will allow the organization to network more with local business leaders in the community. The class is in the process of narrowing down the project for the coming months that will enhance the county.

**New Business:**

**2010/2011 Part C Funding Decrease**

Part C funds from RSA decreased from \$200,638.00 to \$198,701 for a total of \$1,937.00. This was due to the 2010 census and population shifts in the state.

**Bank CD**

The Certificate of Deposit (CD) matured and was rolled over again with an increase of \$61.58 in interest. The total amount of the CD is \$5,865.38. The CD backs the company's credit card that is needed for travel.

**The PCA Group Audit 10/11**

The audit is almost completed by Tipton, Marler, Garner and Chastain, who is the CPA group that is conducting the audit and a copy will be sent out to all board members once it is complete.

**Building Lease**

The lease for the building is up for renewal again at the end of December. The ED will negotiate with the Workforce center to continue the lease for another year.

**Director's Report:**

A written report was provided to all members prior to the meeting with copies handed out at the meeting. Board members commented that the report had been reviewed and found the written report helpful in keeping up with the activities of staff.

**Holiday work schedule**

The ED reported that the Workforce Center will be closed on December 22<sup>nd</sup>, 23<sup>rd</sup> and 26<sup>th</sup> for the Christmas break and also on January 2, 2012. The ED request that the board allow the organization close on December 21<sup>st</sup> at 5:00 pm and reopen on January 3<sup>rd</sup> at 8:00 am. This will give staff an extra four days off during the month of December. Staff will check phone messages and handle emergency or high priority problems during their break and routine matters can wait until they return to work on January 3<sup>rd</sup>. Motion was made by Rhonda Tingler and seconded by Kathy Duval to close from December 21<sup>st</sup> till January 3<sup>rd</sup>, Motion Passed.

**FACIL:**

FACIL is preparing a legislative platform for the upcoming legislative session that will start in January of 2012. FACIL is also working with AHCA and DCF on the long term managed care that will take effect in late 2012.

The next meeting will be Thursday, January 26<sup>th</sup>, 2012 at 5:30 p.m.

Meeting was adjourned at 6:31 p.m. Motion made by Sha' Nelms and seconded by Rhonda Tingler.

Respectfully Submitted By,

Robert Cox, Executive Director