

EXECUTIVE COMMITTEE MINUTES

Thursday, January 10, 2019

Iowa DD Council Office

MINUTES

Present: Elyn Holton-Dean, Kristine Dreckman, Hugh Kelly, Al Fagerlund, ABSENT: Rick Samson

Staff: Lindsay Leonetti, Brooke Lovelace, Rik Shannon

Call to Order: Dreckman called the meeting to order at 9:03

Draft survey: Revised and updated meeting survey was distributed for approval. Changes were discussed, and survey was approved and will be distributed to the full council in the March meeting.

Conference Sponsorship: Recommendation to increase sponsorship budget from \$3,000 to \$10,000 and to also approve the Conference Sponsorship Guidelines form. Motion by Holton-Dean, seconded by Kelly to approve increase to \$10,000 and approve the Conference Sponsorship Guidelines. Motion carried and will be presented to the full Council.

Bylaws : There has been a lot of progress so far with updating the bylaws. The last section to finalize how to elect the Executive Committee, it was decided to form an Election Committee to elect a slate of candidates for the Executive Committee. The Election Committee will be determined in the March meeting. Holton –Dean suggested the need to let people know about council member recruitment and what qualities we are looking in people who want to serve on the Council. This will be on the Council agenda in March, as well as letting current members know when their terms are up and how/ when they need to reapply. Lovelace noted that any changes made to the bylaws need to be presented to the Council 30 days in advance of a vote. Therefore the changes will be made, and sent via email to Council members (by February14, 2019) in order to vote in the March council meeting.

Website Committee: We need to solicit volunteers to help with content on the DD Council website and concentrating on making the information on the website more meaningful. Dreckman will solicit volunteers in the full Council meeting. Fagerlund recommended adding to the bylaws that Executive Committee should review the website once a year.

Future Calendar for EC: It was discussed having an annual housekeeping meeting to think about items like budget, elections, council members reapplication process, State Plan discussions for 2021, and upcoming RFP's. The committee agreed to keep Council meetings on the 2nd Thursday. The regularly scheduled July 2019 meeting will be cancelled due to a conflict with the National DD Conference. Leonetti will send out a calendar for the 2019 Council meetings. Agenda items for future meetings: Kristen Haar from the Iowa DOT, Sheryl Matney from ITAAC will be coming to the May Council meeting, Council engagement and purpose, recruitment, training/orientation, and growing Council's relationship with the governor's office.

Adjourn: Meeting adjourned at 9:57 a.m. Next meeting: March 14 2019, at 9:00 a.m. in the DD Council office.