

MI-AIRS Board Meeting
August 11, 2010

Members Present: Brenna Wheeler
Bob McKown
Sue Zanley
Edward D'Angelo
Chris Kenzie
Sherry Miller
Lindsey Younger
Susan Howell
Terry Thomma
Rachael Osborn
LaNeice Jones
Mary Leininger
Mickie Jannazzo
Kristen Bolds

Members Absent: Judy Whitehurst
Michael Wells

Introduction and Welcome: President, Brenna Wheeler welcomed everyone as the meeting was called to order at 1:10 p.m.

Approval of the Agenda: Motion to approve agenda by Lindsey Younger; second by Sherry Miller. Motion approved.

Approval of Minutes: Minutes from June 9th meeting were reviewed. Motion to approve Minutes by Terry Thomma; second by LaNeice Jones. Motion approved.

Officer Reports

President: Brenna Wheeler reported on Directors and Officers Liability Insurance. She obtained quotes, along with considerable information. However, she couldn't fill out a lot of items due to missing information and documents. Concern was expressed about critical information being passed down, management of key documents, back up, and disposal of unnecessary things. Documents may be held by different people as officers and others in leadership roles come and go over the years. Now that she has what she needs application has been sent on and she expects to be provided with 3 different quotes within a week or so. Discussed establishing warehouse electronically, and developing a retention policy.

VP: Bob McKown— Affiliate Council met once. Focus on affiliates who are getting a percentage of dues (substantial resources) but no visible evidence of what they are doing. There is a sense of being good stewards that there probably needs to be some reporting of how resources are being used, e.g. participation on conference calls, and participation at in-person meetings. Question raised: What is a

standard for over a 2 year period? Michigan has had someone at almost all of the meetings. It does make a difference in terms of communication. Next meeting in September.

Treasurers Report: Sue Zanley reported we did have activity. Received a couple of checks from AIRS for membership through 4/5 and a second one through 6/21. We also hosted resource database training, for which we received \$20 for non-member. There was a refreshments charge for training, and one of the scholarships to AIRS. 2009 scholarship expense that was outstanding has since been resolved. We received larger bill for conference calls because it covered a larger period, it was slightly above prior amount and slightly above budget. Some of that was not billed to previous fiscal year. Also, paid for postcards for AIRS conference. There is a \$5894.70 balance. We are coasting on reserves a bit, and Sue is concerned that we are drawing on reserves and she cautioned board that we are spending a little more than what is coming in. Membership has gone down. Discussion: Preserve products and services, but use discretion in how we utilize funds. Have a plan before we do our next budget. AAA's who are involved with ADRC's may be good prospects for new membership.

Standing Committee Reports

Program: Sue reported that Program Committee has been communicating more by e-mail regarding training schedule. We did host resource database management with 7-8 people. Evaluation results were overall satisfied re location and program content, heard about it through website and work of mouth, good information and useful. Negative comments: slides difficult to read, more participation, creation of a record demonstration. But overall attendees were satisfied. Coming up, Basics of I&R presented by Christine King of Central Michigan 2-1-1. That all set to go. Crisis intervention is ready to go. Need a date. Annual meeting is October 13th. Exam held in Traverse City. Upcoming exam to be held in Detroit. Talking about having Annual Meeting at Hyatt where National Conference will be next June. Discussion regarding location for Annual Meeting extensive – concern about potential costs. Quote to be obtained from Hyatt, if that is too expensive Board will look for alternate location. Proposed training topics: Crisis intervention, essential learning, ADRC's. Consensus that Board not meet in October, but rather on November 10th and not in December; start meeting monthly as of January 2011 through Annual Conference in June. Save a date by e-mail to membership for Annual Meeting.

2-1-1 Committee: In Terry's absence Bob reporting for her. Brenna & Lindsey excused. Bob facilitating discussion regarding Central Michigan 2-1-1 (located in Jackson) add Shiawassee and Genesee Counties. Team met twice and email. Do recommend endorsement approval. Reviewed criteria in detail. Motion to approve as per recommendation from review team. Roll call vote. Motion passed.

Public Awareness: Website has been updated. Susan Howell has agreed to be Public Awareness Chairperson. She is a long time committee member. Brenna and committee expressed great appreciation and relief at Susan's having stepped forward.

Membership/Nominating Committee: Current MI-AIRS members sent out. Nominees are being received for Annual Meeting. Flyer went out. Only suggestion that we add cost of enhanced

membership. Discussion took place regarding a proposed flyer and having a direct linkage to make it easier to actually sign up.

Ad-Hoc Committee Reports:

Bylaws Committee: Review. Multiple issues were discussed. Motion by Mary Leininger to approve the bylaws revisions proposed; to be presented for approval at annual meeting in October. Support by Mickie Jannazzo. Motion passed.

Adjournment: Motion to adjourn at 3:28 p.m.