

WRA Board Meeting Minutes

January 29, 2010

10 am-2pm

Houlihan's Restaurant

Lake Delton, WI

- I. The meeting was called to order at 10 am by President Deb Henderson-Guenther.
 - a. Introductions of board members:
Deb Henderson-Guenther, President/President Elect; DeLeana Stroh, Board Member at Large; Susie Eberhard, Past President; Betty Reinke, Board Member at Large; Megan Grasser, Rehab Psych student, Madison; Jim Hill, Public Information; Holly Rogers, Treasurer; Dennis Carriere, Vice President; Amy Thomson, Secretary; Jenny Neugart, Consumer Board Member; Allison Lourash, Legislative Affairs Co-Chair; Anna Eggebrecht, WRCEA Past President. Welcome new board members!
 - b. Approval of Committee Chairs
Membership-Susie Eberhard/Holly Rogers
Public Information-Jenny Neugart
Legislative/Government Affairs-Allison Lourash/Tim Carey/Jim Hill
Program-Dennis Carriere/Jenny Neugart
Nominations and Awards-Susie Eberhard with assistance from Jenny N., Deb, Anna Eggebrecht
Website Liaison-Allison Lourash
*Motion by Dennis to approve the committee chairs. DeLeana seconded.
Motion carried.*
 - c. Approval of Agenda. Motion by Susie to approve the agenda. Jenny seconded. Motion carried.
 - d. Secretary's report. New board members were asked to supply contact information.
 - e. Treasurer's report. Susie has worked on figuring out the checking account balance as of December, but is missing the final bank statement with deposits. A copy was handed out to the group. She also has worked on getting access to the bank account and sorted through the past year's paperwork. The association's monies are at Associated Bank. The new president and treasurer will need to sign the signature card for access to the check book. Betty suggested an accountant, or even someone at Associated Bank, should look over the financials and make sure the balance is correct. This is the board's fiduciary responsibility. Deb agreed and is working on getting correct amounts for all accounts. Deb and Holly

will work on all of the above, with assistance from the board as needed. Check cards will also be requested for the president and treasurer for ease of reserving hotel rooms/conference registrations in the future.

Motion made by Dennis to accept the treasurer's report as is. Jim seconded. Motion carried.

II. Committee Reports

a. Nominations and awards-None

b. Program-1. Next RFW/WRA conference meeting is February 16th. The American Club is under renovation and has offered discounted room rates for the conference. Woodlake rooms will be \$68/night. Reserve now if you're interested. WRA members will have a reduced conference fee of \$248 for all 3 days. Beverly Stafford the Executive Director of NRA will be attending the entire conference. Her speaking fees will be covered by Pathways to Independence. Amy and/or Jenny will check with the Jackie Wenkman on any Pathways funds to sponsor the conference. Other savings include no tote bags-attendees will print their own materials or speakers will bring their own copies. WRCEA will offer CRC credit approval as well.

***Door prize donations needed for the RFW/WRA conferences. These usually have a WI theme to them. If you are attending, drop your donation off at the registration table and say it is from WRA. If not attending, please get your donation to a colleague to bring.

2. Teleconference on Ethics Update. Jenny, DeLeana and Susie are working on putting together a short ethics seminar on the new regs released. It will be different than the Kohler session as much as possible. Sometime in May/June/July the session will be held. More details to follow. WRA members will have a reduced or no fee.

c. Legislative-Allison plans to attend the NRA Legislative Affairs Summit in D.C. in March. Some members suggested areas of interest: WIA may be reauthorized this year; Transition funding may supercede DVR funding. Deb also asked that Allison thank Rep. Obey for his support for the much needed increase in CAP allocation.

d. Public Information-Website is updated and pictures are coming. Tim Carey, webmaster, requested reimbursement for hosting fee \$95.52; website backup \$12.95; and domain registration \$10/year. A check for \$118.47 was written for these costs and given to Jim Hill to send to Tim. A receipt from Tim will be submitted to the treasurer.

Due to the drastically reduced income to the board, the board is looking at how all monies are allocated. The board is very pleased with the website and how it is being maintained. The board discussed whether or not there may be a way to decrease the cost of maintaining the website. One suggestion was to utilize a competitive bid process to see if a lower cost

option may be available. If anyone has ideas on how to maintain the website, bring ideas to the board.

- e. Membership-remains consistent 107 to 111 members. Only 2 members have declined to supply their email addresses to NRA/WRA. Deb has to contact 3-4 other members to determine if they have an email address they are willing to provide.
- f. The Organization Development Specialist (ODS) position has 4 applicants. Jim, Amy and Deb will work on interviews Feb. 25th. The consultant position is 10 hours/month at \$10/hour. Deb discussed with the board how WRA can afford this position in lieu of the financial situation i.e. over \$500.00 in savings from not mailing newsletters, the president passing on reimbursement for conferences, and no sponsorship of conference attendance this year for board members. The ODS will work on survey of members, outreach, follow up on lapsed membership dues, membership spotlight for the newsletter and other duties as needed.

III. Board Reports

- a. President-none at this time/already covered
- b. President-Elect-none at this time/already covered
- c. Past President-Strong election results from membership. This year the option to vote electronically was offered. Also some important NRA changes: reduced dues for retirees, 1 year past graduation students, professionals connected with Rehabilitation, and support staff. These hopefully will yield a higher membership to WRA.

Also, this past year we held regular phone conference calls and this helped to get things done. With Deb serving a 2 year presidential term (as she is president elect) and with Susie as past president, we'll have 3 years of similar leadership to also strengthen the board/membership.

- d. Vice President-already reported.
- e. Board members at Large-none at this time.
- f. Consumer Board Member-the Youth Leadership Forum will not need WRA funding this year, but volunteers will be appreciated. It is tentatively set for June27-July 2nd in Madison.

IV. Chapter Reports

- a. Student Chapters-Stout has an active chapter. They just returned from Winter break and will get going again next week.
- b. UW-Madison-not as active. Megan Grasser suggested that the undergrads maybe better to focus on as they are there longer. Outreach does occur with Jim speaking to classes, Spring Social and WRCEA supplies food at past AT Expos.

V. Division Reports

- a. JPD- Board Members are:

- i. President: Meredith Dressel
- ii. President Elect: Kristin Habit
- iii. Vice President: Dennis Matheson
- iv. Treasurer: Cindy Cain
- v. Secretary: Colleen Gonzalez
- vi. At Large: Rick Block and Betty Arntson

Three new members (Eric Martin, Betsy Quaintance, and Holly Rodgers) are going to be voted onto the board when there is a quorum.

In the fall of 2009, JPD sponsored training on Mental Illness and Placement of Persons with a criminal history. It was held in Neenah and over 30 people attended. Robin Jones, Art Besse, and Glen Olson presented. Planning for another training this fall is underway.

The JPD president requested \$300 for 2010 for employer awards. No nominations were obtained in 2009 and this year JPD intends to look at other means to solicit nominations. Last year they solicited nominations only through the NRA newsletter.

b. WRCEA-Troy Cobb

A report from WRCEA was solicited by the president but no response was obtained.

VI. 2010 Budget/Committee Requests

- a. Membership- Organization Development Specialist consultant. Betty offered to print bookmarks and notepads for WRA to hand out at conferences and other events at no cost. She just needs the information we want printed.
 - b. Public Information-None this year as email will be used to distribute the newsletter.
 - c. Legislative/Government Affairs-No request.
 - d. Program-Table at the RFW/WRA conference for 2 days. This may be free.
 - e. Nominations and Awards-No request.
 - f. Website Liaison-the same amount as last year was allocated.
- The rest of the budget was figured out as well. The treasurer can be contacted for questions about amounts for the budget.

Motion was made by Susie to accept the budget. DeLeana seconded. Motion carried.

III. Old Business-None

IV. New Business

- a. Tim Carey's request for WRA to pay his NRA membership dues. This year, WRA is not able to provide conference registration fees, travel costs, or

b. Tim Carey's request that WRA add to their website a link to another site... "whose mission is to promote uniting the disabled with adapted computers through the use of assistive technology devices. Disability - articles, short stories, and link exchange; links to assistive technology computer furniture, software, and input/output devices; computer therapy; nursing home realities; message board; news; links; and resources".
www.equalitytechnology.org

Motion by Susie to appreciatively decline the request to add this link to the WRA website. Dennis seconded. Motion carried.

It was suggested the UW-Stout needs to be added as a link under the "seek further training" area on the WRA website.

- c. Review of LTE applications: Jim, Amy and Deb will set up interviews for the LTE position.
- d. Newsletter "delivery" dates were discussed: Feb. 10 –welcome new board members, promote RFW/WRA conference. DeLeana, Deb, Susie, and Jenny will work on this.

Late Sept/early October-announce board positions/elections.

It was discussed that another newsletter should go out between Feb and Sept. with a member spotlight/student abstracts/Government Affairs information. Jim offered to continue to take pictures for the newsletter as well.

Betty suggested that each newsletter request that the recipient forwards to 10 friends/colleagues.

- e. Kohler Conference Update-already discussed.
- f. 2010 Board Meeting schedule

- February 26, 10-11:30am teleconference

- March 25, FACE to FACE: Kohler Conference-general membership meeting, 7:45-8:45 a.m. Location is one of the 2 Presidential Suites in the main TAC building.

- April 16th, Noon-1:30pm FACE to FACE/teleconference, DATCP, Madison

- May 14th, 10-11:30am teleconference

- June 18th, 10-11:30am teleconference

- July 16th, 10-11:30am teleconference

August-no meeting

-September 17th, 10-12pm FACE to FACE, Stevens Point

-Oct 2010-January 2011 TBD

The teleconference info is always the same:

Teleconference Info:

Dial 1-218-486-8700

Enter Participant Access Code: 911996

Thank you Jenny for setting this up. *Remember regular long distance charges apply.*