WRA Board Meeting Minutes
September 17, 2010
Mid-State Independent Living Consultants, 3262 Church Street Suite 1, Stevens Point, WI

“Time is short and there is much to be done”. 
Rod Nilsestuen former Secretary of the Department of Agriculture, Trade, and Consumer Protection

1. Call to Order at 10:05 am.
   a. Introductions: Deb Henderson-Guenther, Dennis Carriere, Jenny Neugart, Anna Eggebrecth (via phone), Allison Lourash and Amy Thomson
   b. Approval of Agenda-the agenda was approved.
   c. Secretary’s Report-Dennis moved to approve the minutes from the last meeting. Jenny seconded. Motion passed.
   d. Treasurer’s Report-Holly emailed in the treasurer report.

2. Old Business
   a. Ethics Teleseminar update and discussion: Linda Hedenblad will be our speaker and the topic will be the Top 10 changes to the Code of Ethics. She is charging no fee. Deb will check with Linda about Nov. 15 or Nov. 16 for the date of the call. DeLeana Strohl will send in for the CRC credit approval for 1.5 CRC ethics credits. Jenny offered to set up an AT&T conference call through Pathways and will check with Jackie about how to get the fee reimbursed. We will plan a $15 fee for WRA members and $25 for non-members. Jenny will work on a flyer to have completed by Oct. 1st that will include how to pay the registration fees. For advertising, Deb will send flyer to DVR, WRA members, Deb Wisniewski’s list serves. Amy will ask WDBN to share with its network, and we will post it on Facebook. Deb will check with Bob Hovey at DVR about how reimbursement works for counselors. Deb is also creating the evaluation form and will use the WRA Google email for people to send it back. Dennis made a motion to use the AT&T conference line at a lower cost than WisLine for this teleseminar. Jenny seconded. Motion carried.
   b. Website: discussed the message and image WRA wants to give others who visit our website. There is a need for some changes to make it more clear about our activities, advocacy, and mission. A subcommittee will be formed to work on the changes. There may be a class at UW-Stevens Point that could make a basic web design at no cost to WRA. Allison will check on that. In the meantime, we will post the Fall newsletter to the first page of our website in November. Jenny made a motion to update the current website through the webmaster and explore options for a new domain name, website, and new webmaster. Amy seconded. Motion approved.
c. Membership Survey Update: has been sent out to membership. Deb will send a reminder to the membership a few days before the deadline date. So far less than 5 have taken it.
d. **Meeting dates for the remainder of 2010:** Change from Oct. 8th to **Friday, Oct. 15th 1-3pm.** Friday, November 19th 1-4 OR Thursday, December 9th 1-4 will be the final meeting date for the year and will be held at DATCP with a teleconference option. Please let Deb know your preference for the final in person meeting for either Nov. 19 or Dec. 9th by Oct. 30th. We changed the time to the afternoon to accommodate DeLeana and Tim's schedules.

3. New Business
   a. Elections: Deb-president elect, Dennis-vice president, Amy-secretary will be running. The treasurer position will be in its second year of a 2 year term. We'll need to hear from other board members if they plan to run again or if we need to recruit people to run. Deb will send out a call for nominations. Once finalized, Amy will create ballots and mail out to members. Deb will ask the LTE to get the membership mailing addresses into an excel format. Completed ballots will be mailed to Allison at MILC. We will include a self addressed stamped envelope with the election mailing.
   b. Delegates at upcoming NRA conference: Terri Lannan and Cayte Anderson have offered to be our 2 delegates at the NRA conference. **Amy made the motion to have Terri Lannan and Cayte Anderson as delegates at the 2010 NRA conference. Jenny seconded. Motion carried.**
   c. Committee chair descriptions: Deb and Dennis will be working on developing committee chair descriptions so when we are recruiting people, they are aware of the expectations for that role.
   d. WRA constitution and bylaws: There is a need to clarify our constitution and bylaws and position descriptions. This will be included in a future meeting and likely a subcommittee formed. It is a possible 2011 strategic goal.
   e. Fall newsletter: We will plan to have a newsletter for late October. Jenny is taking the lead on this. See Public Information committee report for more info.
   f. Developing the meeting agenda: Deb would like board feedback on agenda development. She will ask if board members have agenda items first and then develop the agenda for future meetings.

4. Committee Reports: We discussed if there was a way to get more membership involved in committee work.
   a. Program: The RFW/WRA conference will be April 6-8 at the Osthoff in Elkhart Lake this upcoming year. They are changing from a track system, to having breakouts, workshops, and lightning round sessions. Beverlee Stafford, Denise Bissonette, and John Kemp are all main/keynote speakers. Deb is wondering if Pathways will help sponsor Beverlee's travel costs. Jenny thought we couldn't say for sure until we know we are funded for 2011, but it is something Pathway has done in the past. There will also be UW Stout and UW student poster sessions. The conference will have a brand:
Inclusion/Choice/Employment. Marie Mace is working part-time as the conference planner at RFW now and their offices moved to Engel Street, Suite 200 in Madison.

b. Legislative: Allison has been trying to find out if there is a fee for joining the Survival Coalition. They have very thorough information on state issues and meet 2 times/month.

c. Public Information: Jenny is planning to have a newsletter out by the end of October. Some topics would be the upcoming WRA elections, committee membership descriptions, possibly student articles and Benefit Offset National Demonstration (BOND). Upcoming conferences of interest to include in the newsletter: CANAR June 5-8, 2011 at Radisson in Green Bay, and the Assistive Technology Across the Lifespan conference, Dec. 2 &3, at the Holiday Inn & Conference Center, Stevens Point.

d. Membership: Holly has registered WRA at the SVRI Conference Oct. 20-21 and is inquiring about having a table at the Assistive Technology Expo in Madison Oct. 21. Both have no fees. She would like assistance with manning the tables at both. Some other possible outreach includes attending classes at Universities/Colleges, DVR monthly meetings, Special Education teachers, or human services providers. Holly also would like some inexpensive lanyards, paperweights, or magnets as goodies for our exhibit tables. Holly also presented a multitude of ideas for recruiting new members and maintaining current members: follow-up with new members, obtain a list of non-members from prior conferences and contact them to encourage them to join, attend new DVR staff trainings, conduct a membership contest (reward for recruiting new members, create a spirit award (identify a member who has shown dedication to the association along with recognition in newsletter, RFW/WRA conference, and website), set a strategic goal of recruiting x number of new members each year, set up outreach meetings, offer more types of CEU’s at trainings, and contact private rehabilitation professionals to encourage them to join our association.

5. No Chapter Reports at this time.

Meeting adjourned at 1:20pm.