



SCAAIDD Executive Committee  
June 24, 2011  
Minutes

The Executive Committee met on Friday, June 24<sup>th</sup> at 11:00 at SCDDSN and the following people were present: Renee Staggs, Jay Altman, Kevin Wright, Lois Park Mole, Nikki Bramlett, Debbie Walsh, John Hitchman, and Terry Schilling.

Renee welcomed everyone and called the meeting to order. Lois made a motion that the minutes from the May meeting be approved, Nikki seconded the motion, and it passed.

Lois reported that we have \$31,447.76 in our account. She stated that we received a check from AAIDD for \$3,030.00, but when Renee did some further checking it turned out that it was a mistake, so it was returned. Jay gave Lois three checks from sponsors/exhibitors and Renee will have a few more expenses (less than \$200.00) to be paid from the national conference.

**Old Business:**

- A. Annual Filing Secretary of State/990 – We received a letter from the Secretary of State's office concerning our not having filed our 990 on time. Lois did request and receive an extension for submission of our 990 and will make sure it is submitted by our new date. Renee said that she would respond to the letter and send a copy of our approved extension. Terry has had our annual registration with the Secretary of State's office returned two times. One time was for a street address as opposed to a P.O. Box for Lois. The second time was because a copy of our 501(c)(3) letter was not attached. Lois brought a notebook with important papers in it, but the letter was not there. She did find the application for tax exemption, but not the approval letter. Terry will try to contact the IRS to find out if we can get a copy of the letter. If that does not work, Lois will try to contact someone at the Secretary of State's office to see if they have a copy from a previous annual recertification.
- B. Review/Progress on Strategic Plan Objectives

Increase membership and active participation of members of SCAAIDD: – The honorees from last year are now on the website. Jay plans to send out his letter to providers again requesting information on ways they honor employees in their agencies. The survey is also ready to go and we hope to get some good information from our members. We decided not to try to maintain several data bases, but Terry did send Aaron the members and their contact information which she will update regularly. No further decisions were made concerning some type of associate

membership. There is now a \$75.00 membership which is quite reasonable. Jay and Debbie plan to talk with the Human Service Providers about AAIDD, membership, direct support staff, the conference, etc. We also talked about putting a star with the person's name in it as a way to identify honorees at different agencies. We talked about student chapters. There are some professors at different colleges, but there hasn't been much interest in student chapters.

Identifying and developing future leaders: – We discussed ways to develop future leaders and the Executive Director's Academy was mentioned as a way that was used in the past to develop leaders. There were pros and cons with that program. Some people who went through it came out and are now Executive Directors, but there were also some problems. Some people who attended really didn't have the skills to become executive directors. Money also became a problem, as well as the reduction in staff at DDSN. Renee said that developing leaders is coming up often and that she is participating in a program with NISH in which you read a book and then discuss it online. She recently did this with a book/article concerning emerging leaders.

### **New Business:**

- A. National Conference Report – Renee reported that she enjoyed the conference, although she said there wasn't much time to socialize with others like we do at our conferences, especially our three day conference. She expressed appreciation for our sending her. Next year it will be in Charlotte and we hope that a lot of people will be able to attend since it is close by. Renee wasn't sure of the dates, but they may be on the website by now. She was able to talk with Val Bradley while she was there.

### **Committee Reports:**

- A. Membership – Terry reported that we have 58 members at this time.
- B. Education – John and Crystal have talked and want to wait until the survey goes out before setting up future training sessions.
- C. Historian/Website/Newsletter – Renee talked with Ron and he said he has not abandoned us and is willing to send out a newsletter if we will get him information.
- D. Direct Support Professional Development – Kevin reported on some of the ideas suggested for a breakout session at the annual conference.
- E. Nominations/Awards – Debbie will send out requests for nominations and awards in August. We will give people a two-three week time frame to get nominations in.
- F. Conference Committee – Nikki reported that a conference committee meeting was held prior to the Executive committee meeting and that plans for the annual conference going well.
- G. Legislative News – Lois reported that the budget had been sent to the Governor and SCDDSN did very well. It also appears that SCDDSN will keep Baby Net monies instead of them being given to First Steps. One issue that Dr. Buscemi and other staff members are working on concerns cuts to the ICF/MR program through HHS. They are hoping to get this resolved as quickly as possible and she will keep us posted on their progress.

H. AAIDD News/Developments – David was unable to attend the meeting, but Renee reported that the National office is moving and is doing some reorganization in their publications department.

There was no further business, so Terry made a motion to adjourn, Jay seconded the motion, and it passed.

**NEXT MEETING: July 22, 2011**

Respectfully Submitted By:

*Terry Schilling*  
Secretary, SCAAIDD