

**CIDSO Agenda – Annual & General Membership Meeting  
October 24, 2023 7:00 PM. – virtual via zoom link  
Approved at 12/18/2023 CIDSO Meeting**

1. **Call To Order:** President Deb Presley called the meeting to order at 6:02pm.
2. **Attendance – certify quorum (25 members as of 10/2/23; 11 “active”; added 1 member and 2 active)** Present: Maizee Miller, Bill Crutcher, Diane Crutcher, Deb Presley, Bethany Romer, Wendy Boswell, Sandy Bauer, Mel Sculfield and Kim Weber.
3. **Approval of Meeting Minutes July 13, 2023** Diane moved the approval of the Minutes. Wendy seconded. Unanimously passed.
4. **President’s Report**
  - a. **Normal Public Library display** was well received by library staff and several comments from people who saw it.
  - b. **Thanks to all who helped with the Buddy Walk.** Deb thanked all involved in the Buddy Walk for a job well done! Like many, she appreciated the addition of the many resource tables.
  - c. **New brochure looks great – thanks to Diane C. for coordinating.** The CIDSO brochures are beautiful and appreciated. Wendy requested copy of the brochure. Deb will send her one.
5. **VP Report**
  - a. **IDDC Update.** On August 3rd, Diane represented CIDSO at the Fairview elementary school Resource Fair. About 80 pre-k parents attended. Also represented were LifeCIL, and Autism. More elementary schools resource fairs will be planned. Cedar Ridge will likely be the next. It will be less purposeful for CIDSO to be present as parents know when they have a child with Down syndrome.  
The IDDC Resource Directory continues to expand and soon will have a QR Code.  
Diane also shared that a zoom presentation on ABLE will be offered by the IDDC. Diane will request our families be invited.
  - aa. **AFNAP** (Access and Functional Needs Advisory Panel) focused on safety, held its October meeting with 136 agencies invited. CIDSO and 11 others attended. There is to be a November meeting, although Diane has not heard a date for that.  
(Diane is glad to share Minutes and her notes on these local collaborations meetings, as she does with the Executive Committee.)
  - b. **Website.** The CIDSO Business profile had 260 clicks, which is up 15%. Diane continues to check for accuracy on our website. Everything looks good with thanks to Diane Walker and Deb.
6. **Treasurer / VP Funds Administrator Report.** Kim has sent out the 2023 3rd quarter financials: 3rd Quarter Balance Sheet Prev Year Comparison as of 9/30/23; 3rd Quarter Balance Sheet Detail as of 9/30/23 Statement; 3rd Quarter Profit & Loss Prev Year Comparison; Profit & Loss Prev Year Comparison- January through September 2023; Budget with 4 Quarters as of 10/14/23.
7. **Secretary Report.** Sandy reported she has only 22 Thank You cards, and Kirstin, McKale, Mindie and Peyton might have some still, as well. She inquired how

many would be needed for the Buddy Walk sponsors/contributors. Kim expected that would be enough. Sandy also has some previously printed CIDSO Thank you cards with envelopes that do not have printed a return address. Deb will talk with Kim about re-ordering more of our current Thank You cards.

Secondly, Sandy found some (25ish) CIDSO Christmas/Happy Holiday cards and envelopes. She offered to send to significant contributors across 2023. Further discussion determined to send them to our children/adult children with Ds, and their families. Wendy will send Sandy the birthday card list to to assist in this.

Lastly, Sandy reported that an ISU Music Therapy student needs 10 hours of community volunteering between now and early December. As Angela Hedican has recently sent a request for volunteers on 3 projects, Sandy has given her the name, phone and email address of this student. If this student is not a fit for Angela, are there any other needs for this student's assistance?

## 8. Committee Reports

a. **Buddy Walk Report (Kim or Angela)** Kim reported the Buddy Walk raised a little over \$31,000 this year. There more a few more expenses this year, such as posters that are done every 2 years. Yet, our net was still some above last year. There were 400 and some walkers on that great weather day. The Buddy Walk will continue to stay at this location. Attendees loved agencies there. It looks like the last weekend in September is when the Buddy Walk will be. The Committee will be pushing for more member participation in soliciting more sponsors, and items/donations for the auction. CIDSO had to purchase some. Thanks to Kim, Shelley, Maizee, and Angela, especially!

b. **Advocacy (Sandy)** Abbey and Sandy once again attended the Speak Up and Speak Out Summit in Springfield. This summit is for informing and supporting advocacy by those with disabilities. A zoom address was given by new IDHS-Director of the Division of Developmental Disabilities, Tonya Piephoff. Director Piephoff also took questions from the attendees.

Sandy noted that over the years this summit has occurred that the number of participants from large agencies has grown while the number of participants from community settings and families has decreased. Sandy would like to see the reverse in the coming years. The Arc stipend to individuals and families is supplemented with additional dollars from the IL Council on Developmental Disabilities for raising attendance possibilities for families.

c. **Social Media / Family Outreach / Social (Angela & Wendy)** The CIDSO Weiner Roast was again graciously hosted by the Hedicans in mid October. Kim reported that unfortunately, only 3 families could attend. Kathy Peden planned to attend but was unable to do so.

i. **Birthday card outreach.** Wendy said this activity is going well.

d. **New Parent (Kim or Angela)** Kim reported Angela does a good job with this. A new family will be adopting a baby with heart condition. Angela is in touch with them. A new book which is a guide for families

with children with Down syndrome, has been purchased for review by Kim and Angela as a possible addition to the new parent basket.

- e. **Member at Large – update to By-laws/Critical Decision Matrix (Bethany).** Bethany has gone over all these and circled decisions passed and then divided them into Critical Decisions or By-Laws. It seemed to Bethany that there were several things, such as Fundraising that should be in the By-Laws - particularly those done outside of CIDSO. For instance, the Wagner's golf tournament is one of several that were outside of CIDSO. It was clarified that fundraising did not need to be in the By-Laws. However, there is a difference between a CIDSO fundraising event and an outside fundraising event wherein CIDSO received the proceeds.
- Bethany also inquired if the Enrichment Funds (EF) should be in the By-Laws. Because the EF is a program we offer, it does not need to be in the By-Laws. The By-Laws are the framework for our organization while the Critical Decisions Matrix is long running record of the determinations we make as members. The By-Laws are administratively based, while the Critical Decisions are operational. The Critical Decisions Matrix serve to prevent us from re-inventing the wheel.
- Bethany's goal is to have the Critical Decisions Matrix completed by 12/1/23 for a fresh start on 1/2024. Then it will go on the Google Drive and we need to think through how it will be sent out, such as annually? but not month by month. Bethany is applauded for her efforts.

## 9. Old Business

- a. **50<sup>th</sup> anniversary “celebrations” for 2024.** Deb heard from Angela that she regrets she needs to step back from 50th Anniversary Chair position. Deb has contacted several members to take this role. With no takers, Maizee offered to be the coordinator/chair of the 50th Anniversary committee. Deb and Maizee will determine a Zoom meeting date for the committee soon. They are suggesting having a list of what needs done, and asking willing members to each take a piece/portion of the list and then comeback together to put the celebration together as a whole. Deb thinks there are several who are willing to help. Deb knows Wendy had contacted Angela as to a venue she has in mind, but she is no longer in Zoom this meeting. Deb is aware of a potential DJ. Saturday 3/23/24 is close to World Down Syndrome Day, but was eliminated due to spring break. A new date, Saturday 3/16 was discussed yet Kim is not available on that date.

### i. Committee members?

Maizee will set up the meeting for determining who will take what portion of the larger event. These members will be the committee:

Mel (not available on Thurs).

Sandy

Diane and Bill will try.

Wendy

Deb can take a small part.

Shelley had volunteered at the last CIDSO meeting.

Angela, Deb thinks, may be able to take a small part, and has already put some stuff together, including a possible contact for Medici's.

Another name was mentioned by Kim but could not be heard by the secretary. It started with an S and might have been Shelley.

It was asked that while Deb has already contacted some members for volunteering, were there newer members included in those contacts? Maizee replied she will be glad to ask them to do specific tasks (defined roles) as this works better for them.

Deb suggested Maizee contact Angela to learn the plans or actions she had underway.

Diane stated that Angela is a fantastic social coordinator and does so much for CIDS0 which is much appreciated. Deb believes this is just short hiatus for Angela, thankfully for CIDS0.

## 10. New Business

### a. **Proposal to Add Vice President – As an organizational Vice President, Community Liaison who will serve on community-wide events like the IDDC, AFNAP, etc.** - Deb.

It is very fortunate that our community is coming together with a few newer collaborations, specifically IDDC (Intellectual and Development Disabilities Collaboration) and AFNAP (Access and Functional Needs Advisory Panel). These meetings and committees warrant a new Executive Committee position be created in order for CIDS0 to be represented in a contributory way. Diane C. has been representing CIDS0 at IDDC since it's inception, and agreed to be a nominee for this position. Should she be elected, it would open the Vice President position. Maizee Miller has stepped forward as a nominee for this position. It is appreciated that she is the parent of a younger child. Before this Agenda's Election of Officers can be voted upon, this proposal must be approved/rejected. A question was asked as to solicitation for the position. Solicitation is part of tonight's meeting. It was requested that solicitation go out to the membership, perhaps in CIDS0 Business, prior to meetings. This Agenda (which was circulated prior to this meeting) holds this information.

Kim moved we add the position of Vice President- Community Liaison to the Executive Committee. Mel seconded. Deb asked for a show of hands which was delayed for Discussion. It was asked if this position would have a vote and be a member of the Executive Committee. It was clarified this position would be a member of the Executive committee. Every member has one vote - EXCEPT in the case of parents, there can only be one vote.

Deb called for a vote by roll call for the motion on the table: to add the position of Vice President - Community Liaison to the Executive Committee. The roll call unanimously passed this motion.

- b. Election of Officers for 2024** Deb read the following, and they are in the agenda.

**i. Proposed slate of 2024 Officers**

President – Deb Presley

Vice President – Maizee Miller

Secretary – Sandy Bauer

Treasurer – Kim Weber

Vice President - Funds Administrator – Shelley Marquis

Vice President - Community Liaison – Diane Crutcher

Member at Large – Bethany Romer

- ii. Call for nominations from the floor** A Call for Nominations for the slate of officers from the floor was made by Deb. No nominations were made. Diane moved closing the nominations. Bethany seconded. The motion to close nominations was unanimously passed.

**iii. Vote on slate** Deb called for a motion to accept the slate of officers as presented. Diane so moved. Mel seconded the motion. Not hearing any discussion, Deb conducted a roll call which unanimously passed the motion to accept the slate as presented.

- c. Ideas for groups (many times student groups) wanting to volunteer...** Angela had recently inquired by email that she is looking for volunteer help with: Holiday Party; advanced Social Media; 50th Anniversary. Mel said she would help remotely on 50th and Holiday Party.

## 11. Standing Business

- a. Open question to families – How can CIDSO help you?**

Mel inquired if anyone can point her in the right direction as Kathy may go to live with her in Chicago. As guardian, Mel is not sure how to proceed and what the process would be for Kathy to leave Homes of Hope. Diane referred to a Homes of Hope document and did not see any timeframe for Notice of a move. However for logistical purposes it should take some time. Deb advised that Mel will want to get Kathy's CILA funding changed back to HBCS (which is the Adult Medicaid Waiver). In addition to the Homes of Hope Coordinator, Kathy should have a Case Coordinator (called Independent Service Coordinator - ISC) through Central Illinois Service Access (CISA) agency in Lincoln. Deb generally explained how the Adult Medicaid Waiver works -with Personal Support Workers (PSWs), etc. Deb also put the Illinois Dept of Human Services link for this in the Zoom chat.

Diane expressed appreciation for Mel welcoming Kathy into her home and making her happy.

- 12. Adjourn.** Before Diane moved to adjourn, she complimented and expressed appreciation to our group. Diane moved to adjourn. Deb seconded. The meeting adjourned at 7:28p.

Respectfully Submitted,  
Sandy Bauer, Secretary

Approved 12/18/23, seb