

CIDSO
Annual Meeting
November 12, 2016

The November annual meeting for the Central Illinois Down Syndrome Organization was called to order by President Steve Newbold on November 12, 2016, at the Town of Normal Building.

II. Roll Call

Attendees: Kim Weber, Brenda Finlen, Randy Mattia, Judy Bates, Diane Crutcher, Steve Newbold, Hollis Peden, Kathy Peden, Shelley Marquis, Abbey Heins, Sandy Ginther, Dawn Mattia, Kydia Trembley, Diane Walker, Bill Crutcher

III. Meeting

It was moved to approve the minutes of the last meeting, the motion seconded and carried. Minutes of the July meeting accepted.

Randy presented the treasurers report. He distributed a document containing the 2015 budget/expenditure numbers. Randy reports the balances for all accounts are at \$135,000, which is higher than last year due to larger inflows from the Golf Tournament (\$32K) and Buddy Walk (\$18K) and under budget spending. Randy reports that the zero sum budget implemented this year has helped maintain balances.

Possible outstanding expense may be ISU Speech and Hearing Clinic. We may have a second payment to them, however, ISU is still working through a billing system which includes insurance, Medicaid, etc. We will have to revisit next year as the billing for families is being determined. We have not had validation from ISU on who from CIDSO is attending speech. The CIDSO website needs to be updated to reflect that we are still waiting on ISU to clarify. HALO support came in under budget this year. We are currently paying for one HALO student.

Diane C. noted that we reduced some funding requests this year to remain at budgeted levels for the funding programs. Diane C. handed out program summaries for year end. The Project/Program fund paid out \$6570, had budgeted \$6600. The Enrichment fund paid out \$2888.70, had budgeted \$2800.

The new year's budget will be set in January at the first quarterly meeting. There is a requirement that we have 10% of membership for a quorum. Membership forms are being updated and Dawn will be the official keeper of the membership list. The procedure for approving members who apply who live outside McLean county as stated in the last meeting by Diane C. was voted on and approved. (The definition is McLean County, with the exception if a family is outside the county but CIDSO is the closest support group and the family is willing to be involved. Another exception would be if the individual with DS lived in McLean County, but the family lived outside.) Diane C. was the person receiving and reviewing any membership requests, going forward Dawn will receive those as part of maintaining the membership list.

Brenda reported on the Buddy Walk results. It was a great year, with profits of around \$18,000, up from last year's total of around \$10,000. The walk was slightly earlier this year, which may

have made a difference as well as trying to avoid weekends with other large walks. Excellent committee leadership was a big factor. It was asked whether the co-chairs of the BW committee would be returning. It was decided that that was a discussion for the BW committee, although the committee is always looking for people who would like to volunteer.

Bill reported on the Golf Tournament. The profit this year was \$32,000, a great year. Though there were fewer golfers, donations were still there. The golf committee is also looking for additional volunteers. Next year, Deb Cochran has agreed to remain as chairperson and CIDSO is very grateful for her continued service. The format of the gala may change for next year and may include a featured speaker. Bill handout a copy of the Golf Tournament mission statement.

Steve discussed the suggestion from Dawn to obtain a bond for the CIDSO treasurer. Other non-profits in the area have had issues with treasurers and a bond would help alleviate risk. Steve has researched it and the bond would likely be around \$300 depending on balances at time of purchase. It would seem to make sense to proceed with getting this done for CIDSO, Steve will bring this back to the January meeting with details and to finalize.

Bill then discussed the function of this annual meeting as a strategic planning session. The attendees broke up into groups to discuss plans in each of the following areas, with the listed person leading the discussion:

Finance-Randy

Community Outreach-Sandy, there was a discussion involving Community Outreach about CIDSO supporting the Jaycees plan to build an inclusive playground. An email from a member of the Jaycees to CIDSO had been forwarded earlier. It was decided that CIDSO will respond that we will be involved in this project. A CIDSO member who may have younger children will be approached to attend meetings with Sandy volunteering to assist.

Volunteers-Diane W.

Programs/Enrichment-Diane C.

Following are summaries submitted by each leader.

Finance:

1. Increase awareness, perhaps through social media for "Make a Donation to CIDSO."

<https://cidsobuddywalk.org/donate/>

2. Increase awareness for Citizenship Company Grants based on annual volunteer hours (e.g. State Farm Good Neighbor)

Notes from Kim Weber to be included.

Community Outreach:

Present: Dawn Mattia, Shelly Marquis, Sandy Ginther

The Community Outreach committee promotes access and supported expanded opportunities for natural environments throughout life; higher awareness of CIDSO, its activities, and the possibilities of those with Down syndrome.

Committee Activities and future suggestions:

- CIDSO Brochures. Last fall Dawn mailed them to ENTs, OB/Gyn, Cardiologists, and Pediatricians. Now, we would like to:
 - Seek access to doctor meetings and gatherings. Provide brief (10 min) presentation on the accomplishments and lives of local children and adults with Down syndrome and/or a short positive video. Disseminate brochures. Include the message of how CIDSO can help the doctors, not just ‘help us’. Dawn will approach Dr. Harold Nord for advice on how CIDSO can get on the agenda of doctor meetings and gatherings.
- Buddy Walk. Almost double proceeds this year. One variable compared to other years is that it was held earlier. There was a concerted effort to avoid dates that conflicted with other known events. Buddy Walk has an established mission statement via the national effort.
- Website. Greatly improved over the last year. Need to be persistent in keeping current and accurate.
 - Would like to see the ‘Posted 7/28/14’ removed from under the Uncle Sam request for volunteers, appearing on several pages.
 - Inform members on the listserv that they are welcome to contact Diane Walker with any inaccuracies or requested postings for the website. Sandy to check with Diane on this.
 - Propose a new gallery for the photo gallery. It would be composed of all the photos sent in for the Gala slide show, not just those chosen for the slide show. This would require notice to submitters that photos would be posted to the website photo gallery. Suggest this new gallery be called ‘Gallery of Faces’. If this is adopted, we will work with Golf Committee to compose this notice.
 - Consider a new tab, ‘Training’ where upcoming workshops are listed.
- Inclusive Teacher Week. Shelly will begin awareness of the award availability, and manage this activity.
- More new ideas:
 - Create an additional New Parent packet for families who are also new to Bloomington-Normal. Welcome families to our community with info on local services, unique local features – a bag of Beer Nuts, coupon for Avanti’s, etc.
 - Enlighten service groups (Kiwanis, Jaycees, etc.) by providing short presentations to the groups. These presentations would include our adults with Down syndrome as speakers also. (Several CIDSO members with Down syndrome in ISU’s Red-bird Readers program have already done this with Kelli Appel’s leadership for ISU student groups.)

Seg 11.14.16

Volunteers:

CIDSO Volunteer Planning Report

During our buzz session we reviewed the following goal and three areas of focus identified during the 2015 meeting:

Goal: Attract and retain a base necessary to achieve CIDSO’s mission/vision.

Areas of focus:

- CIDSO members
- Community volunteers
- Speaker Bureau

Our discussion led to the following proposals with respect to volunteers:

CIDSO members- As event planners, officers, etc. determine the need for help/service from CIDSO members, a request articulating the specific service required and the time commitment involved will be communicated to the membership via email, Facebook and our webpage. If members do not respond, follow up requests will be sent. Members will be reminded that receipt of CIDSO funding is dependent on service to the organization.

Community Volunteers –A **Volunteers** link will be added to our webpage. Interested individuals and organizations will be directed to communicate with CIDSO via our email. Emails will be directed to appropriate event planners, officers, etc. and/or the individual/organization's contact info will be entered on a database available via the webpage for future contact.

Speaker's Bureau: A group of CIDSO members willing to represent CIDSO at outreach events will be established, organized and maintained by a CIDSO member (Steve Newbold recommended Sandy Ginther).

The above proposal was based on Diane Walker's observations after a year and a half as Communication Administrator. She receives several requests from college students and organizations wanting to "get involved," but often, there is no activity or need at the time of their request. Also, whenever specific requests or needs for member participation are sent out via email, etc. there are usually responses from members willing to participate. The key is that the request is clearly articulated with respect to what's involved and the time commitment.

Our group also discussed whether CIDSO should do more as an organization (host conferences, speakers, outreach programs, etc.) considering other supports/networks available in our community and via the Internet. Is the need there? It was suggested that the organization draft and send out a survey via Survey Monkey polling the membership regarding the need to expand our programs. Any addition of services or programs would be based on results of the survey **and willingness of members to initiate and oversee.**

Programs/Enrichment:

- Subgroup members included Diane Crutcher, Kydia Trembley and Brenda Finlen
- Recommended:
 - ❖ Given that the revenue from 2016 has exceeded expectations, it is recommended that the "Board" consider at its annual budget allocation process at the January 2017 meeting that we enhance support of programs that received reductions in 2016.
 - ❖ We withdraw the expectation that the majority of participants in Programs we support (Cheer, Dance, Tennis, etc.) be required to be persons with Down syndrome particularly if the make-up of the groups in the programs and/or the group's exposure during the program represents interactions with persons without disabilities.
 - ❖ Kydia volunteered to assist Dawn Mattia in any mailings that she could do from her home.

