

# CIDSO Meeting Minutes

## July 17, 2017

### **Attendees:**

Diane Crutcher  
Kim Weber  
Kathy Peden  
Judy Bates  
Hollis Peden  
Julie Otto  
Dawn Mattia

### **Via Telephone:**

Steve Newbold  
Wendy Boswell  
Deb Presley

### **Quorum**

There are currently 67 CIDSO members. 10 members were present at the meeting therefore a quorum was established.

### **Approval of Minutes**

Motion was made by Kim Weber to approve CIDSO Minutes from the April 2017 meeting. Motion was seconded by Hollis Peden. Minutes were approved.

### **Treasurer Report (Kim Weber)**

- Account Balances and Cash Flow for first half 2017 were presented. Assets in all accounts totaled approximately \$150,000.
- Balances up approximately \$44,000 from same time in 2016.
- Lack of HALO expenses and great decrease in Speech & Hearing expenses put us in a much stronger financial position.

### **Fashion Show Update (Diane Crutcher)**

- The fashion show brought in \$2400. Money was included in Golf income.

### **CIDSO Gala & Open (Diane Crutcher)**

- Gala/Golf made approximately \$36,000

### **ISU Speech & Hearing (Deb Presley)**

- Billing pends
- Most billing covered by insurance, Medicare, Medicaid
- 2 new clients
- We will come in under budget

### **Adult Literacy (Deb Presley)**

- Fall registration is open and will be handled by Kelli Appel, Deb will work with Diane Walker to advertise the openings
  - Candidates must be 18 or older and priority is given to those out of high school
- Kim Weber will issue check to Kelli Appel for administering program and Kelli Appel will be submitting bills for other start up costs including "News to You" subscription
- Tutors from program are going to be volunteering at the Buddy Walk

### **Funds Administrator (Diane Crutcher)**

#### **Program Funds:**

- There was an error on the previous the current Program/Project application form that is on the website which limited funds to 50% of the total requested. This 50% criterion was established last year when we had more limited funds. With the January 2017 Board Meeting, it was decided to eliminate the 50% restriction. The change was made on the general website but not on the application form and thus applicants that were approved for grants thus far this year have received 50% of their request vs their entire request (as deemed appropriate) up to the budgeted amount.
  - Errors on forms and on web will be fixed ASAP. Diane Crutcher will work with Diane Walker on this
  - Prior 2017 requests from Inside Out Art Studio and Cheer will be re-evaluated and payment of unpaid 50% will be sent to applicants.
- Seedling requested \$3480 which includes a one-time purchase of several pieces of equipment
  - This is in excess of limits for Seedling originally budgeted for 2017
  - Motion was made to approve full requested amount by Diane Crutcher. Motion was seconded by Dawn Mattia. Motion was approved
- Stacey's Dance Factory
  - Requested \$1800. Agreed to fully fund this request.
- **Amendment:** I, Diane Crutcher, move that the Conference Fund be increased for the remainder of CY17 to \$5,000 maximum which includes all funds expended thus far in the 2017 calendar year. A maximum of \$1,000 per CIDS member family will be allocated regardless of the family's use of other available CIDS funds to compensate for Down-syndrome-related conference attendance including registration fees and travel to/from the conference site as well as hotel expense for conference days only. The attendees must commit to report information gained from the conference to an up-coming CIDS quarterly meeting. Families are further encouraged to secure ARC funding as well. Seconded by Wendy Boswell. Voting done via email, motion passed.

**Enrichment Funds:**

- Motion was made by Diane Crutcher that retroactive to 1/1/17, funding will be set at 75% with a limit of \$1000 per person with Down syndrome/year based on "active member" criteria. Motion was seconded by Kim Weber. Motion as approved.
- Diane will go back to all recipients of Enrichment funds this calendar year and increase their allocation to 75% of requested grant up to \$1,000 per person with Down syndrome for an "active member".
- Motion was made by Diane Crutcher to base determination of "active member" on the current year plus prior 2 years. Motion was seconded by Dawn Mattia. Motion was approved.

**Miscellaneous:****Polycom:**

- Crutchers will donate use of their polycom to improve conference call quality for board meetings.
- CIDSO may need to consider purchasing this equipment if/when board meetings are held in a location other than the Crutcher home.

**Dependent Care Reimbursement:**

- CIDSO will reimburse up to \$25/family per Board Meeting to pay for care for family member with Down syndrome in order for the family member to attend the CIDSO Board Meeting.

**Annual Meeting**

- Will be held October 3<sup>rd</sup>, 2017 at 6:00 pm at the Crutcher home.
- This will include the quarterly meeting plus election of officers.
- This will not include strategic planning.

**Adjournment**

A motion was made by Diane Crutcher to adjourn the meeting. Hollis Peden seconded the motion. Meeting was adjourned.