**ACBI Board Minutes**

**January 30, 2021**

# Welcome and Roll Call

Barbara welcomed everyone to the meeting. Kari took roll. Present at the meeting were Kari Goodman, Barbara Salisbury, Rita Kersh, Cindy Brooking, Dolly Sowder, Regina Vonderhaar, Vicky Western, Dee Ann Hart, Bill Sparks, Gerry Koors, Lynn Powers, Mary Stores, Mike Adams, Michelle Hahn, Melissa Wobschall and John Huffman. Guests on the call were Pat Tussing, Deanna Austin, and Don Koors. Not present was Ted Boardman.

# Secretary’s Report

Barbara asked if there were any questions about the minutes from the last meeting. Dee Ann made a motion to approve the minutes, John seconded. All were in favor. None opposed. The motion passed.

# Treasurer’s Report

Cindy shared that she had sent the board an email about the donations and payments that were to be paid. She has written out those checks and is confirming addresses before putting them in the mail. Barbara shared that there is a lot of cash needing to be moved to an investment account. She and Cindy will be meeting with the financial advisor to discuss this. The executive committee met with Don to discuss the Hofstetter account to clarify how to funds are to be divided in this account. Dee Ann made a motion to accept the treasurer’s report noting the items that were pointed out. Rita seconded the motion. Barbara asked if there was any further discussion. Mike shared that he would like to abstain because as a new board member he is not fully aware of these accounts. Barbara shared that Don would be sharing more about these accounts later in today’s meeting and giving a brief description of each account. Dee Ann withdrew her motion to approve the treasurer’s report until Don gives his report.

It was decided that the board would go ahead and hear from Don at this point in the meeting. Don shared the following information about the investment accounts.

* Account #1 – This is an endowment account for general operations. When it was set up, Dr. Hofstetter was the treasurer. He suggested the organization work with Hilliard Lyons. As a result of the investment, the board decided that one half of the interest in this account would be used for general operation and the other half would go back as income into the endowment.
* Account #2 - Later, the board decided they needed to establish a scholarship fund (account 2) and determined that each chapter and the state chapter would contribute $250 per year to this scholarship fund. The criteria for the scholarship were originally setup and is currently on the ACBI website. A committee of four would review applications. At a later board meeting, it was decided that instead of one half of the interest going into the endowment for account #1 , that one fourth of the interest would go into the endowment account #1 as income and one fourth into the endowment account #2 as income.

Cindy shared that at Chase bank, we currently have a checking and a savings account and at Baird (formerly Hilliard Lyons), we have account #1 (endowment fund), account #2 (scholarship fund) and account #3 (Dobson fund)

Barbara asked if there were any questions or comments regarding the treasurer’s report. Mary asked if chapters are still contributing to the $250 to the scholarship fund. Barbara said it is up to each chapter if they choose to make this contribution, but she would hope each chapter would continue to contribute. Dee Ann made a motion to accept the treasurer’s report. Regina seconded the motion. Barbara asked if there was any further discussion. Fifteen were in favor, none opposed, one abstained. The motion passed. Dolly asked if it would be possible to have a separate sheet describing these accounts to refer to in future meetings. Barbara said this was an excellent idea to add to our handbook.

1. Reminder that dues are due. State dues should be sent to the treasurer by the end of February. Barbara asked if there were any questions or comments regarding dues. Dee Ann asked if there was an option to pay dues online. Barbara answered that there is a PayPal account and dues can be paid online. Mary asked if someone joined late in the year if they would have to pay dues again for the next year. Rita and Barbara answered that if dues are paid after October, then they are paid through the next year.
2. Barbara shared that we had an unusual request made by our webmaster to reduce his quarterly payment to $150 rather than the previous $250. Michael had also informed Cindy of his request. Rita said that he is charging another affiliate $150 per quarter and wanted to be fair. Mary asked if maybe he did not have the time to do all we were asking him to do and that was the reason. Mike said he may have other reasons for asking for a reduction in pay and that we should honor his request. Barbara said he has received his payment for the first quarter and that it was $150 per his request.

# New Business

1. Don shared on account #1 and account #2 earlier in the meeting.
2. Dobson Scholarship – Rita shared that the Dobson account was started in 2007 by the family of Artis Dobson. It was the family’s wish that a scholarship be available for a student who was majoring in vision rehabilitation and entering their practicum phase. The money would help fund things during their practicum. A committee created the criteria, and the scholarship was set to be no more than $500 per applicant. The qualification was that the individual had to have attended an Indiana high school or college and graduated and be enrolled in a rehab teaching program at a university and that the department head would have to send a letter with the application stating that the student had completed the academic portion of their program. Don and John had worked to send out all the information, along with an application to all the colleges that are certified for the program, which was five colleges. There was no response. Rita contacted the same schools for the past two years and has still received no response. Rita is asking the board if we need to make some changes for this scholarship fund to be used. Several suggestions were made to reach out to vocational rehab counselors and the school for the blind. Don suggested that we form a committee to work on this and bring their suggestions to the board. The committee will consist of Rita as chair, Michelle, Mary, Deanna and Don.
3. Advocacy and Awareness – Dee Ann shared that the committee met yesterday and had a discussion. The state has denied allegations that they discriminated against people with disabilities regarding absentee voting. Barbara and Dee Ann will be meeting with our attorneys to discuss next steps. There are other legislative activities going on at the state level and the disability community is gaining traction. A reminder was made of the leadership meeting at the end of February. This will be virtual this year and registration is only $20. Dee Ann shared how to register online and that registrations are due by February 16. Barbara would like to know if anyone is planning on attending. Barbara asked if there were any questions or further discussion.
4. Fundraising
	1. Portfolio – We discussed creating a portfolio during our last meeting. Our advisor at Baird has suggested creating a portfolio to let potential donors know who we are, what we do and what is important to us. Chris, our advisor, feels like this could help bring in larger donations. Barbara asked if anyone was willing to help develop this portfolio. Barbara has asked Vicky and Michelle to help with this. Barbara said this is a short-term committee that should be able to complete a portfolio in just a couple phone meetings. There are portfolio templates on the internet. Barbara asked if there were any questions or interest in helping with creating a portfolio.
	2. 50/50 raffle and auction – Barbara said it has been suggested that ACBI have an auction this year. However, we will be in convention this year with Ohio, and we should potentially put our efforts towards that auction in the fall. We could consider doing a 50/50 raffle and put it on the ACB list. Does anyone have questions or interest in working on a 50/50 raffle. Mary asked about possibly doing this during national convention, but Barbara feels like there are a lot of distractions during national convention. We could do this during the spring and send it out to the entire audience of ACB.
	3. Letter writing campaign – Gerry and Don sent out fundraising letters for Circle City chapter. After the November meeting, Don had said that the letter writing campaign would be each chapter’s responsibility. Barbara said that if we want to continue to do this as an organization, then someone will have to take on the responsibility. Don said that all the material that has been used for the letter writing campaign has been sent to the local chapter.
	4. Lynn suggested that we use our auction or 50/50 alongside our 50th anniversary celebration. Rita suggested that we form a fundraising committee. Barbara asked if anyone was willing to chair and be a part of this committee. Mary is willing to chair this committee, Lynn and Mel will also help with the committee. If anyone else is willing to serve on this committee, please let Barbara or Mary know.
5. Activities for membership engagement and growth
	1. Information Station – this was started to grow membership and we need more participation. We need help with planning the meetings and coming up with ideas for presentations. We had discussed having Mary and Deanna possibly using every other month as celebration of the 50th anniversary of ACBI. Barbara asked if anyone has any ideas for meetings? Gerry said she is willing to talk about raising kids while blind. Dee suggested possibly discussing visual impairments.
	2. Convention – Ohio is already in the works for convention this fall. They are having planning calls on the first Monday of every month. Mary and John are interested in joining these calls.
	3. Committees – Barbara asked if anyone was willing to serve on any of the committees. She said the committees are Advocacy, Information Station, Fundraising and the short-term committees are the Dobson and portfolio committees. Barbara will send out a list of committees to the board.
6. General membership and public comments – Don commented that if people pay their dues in the latter part of the year, they are not members of ACBI as those dues are only for January thru December. If someone pay their dues in October and we do not submit them to national, they are not members until those dues are submitted. Don also has not heard anything about a proposed budget for 2021. Don also pointed out that the national organization determines what is discussed with our legislators at the mid-year meeting. Mary asked if it was possible to hide people’s email addresses on the Indiana list because she is receiving a lot of spam emails. Barbara said she would discuss that with him. Pat said the portfolio group could create a general letter for members to carry with them when asking for donations. Pat also would like the status of her membership dues.

Gerry makes a motion to adjourn the meeting. John seconded the motion. All were in favor, none opposed. The meeting adjourned at 12:04 pm.

Respectfully Submitted,

Kari Goodman

Secretary