

Approved 7/08

Independent Living Council of Wisconsin (ILCW)
Executive Committee
Teleconference Meeting Minutes of 06/18/08

Members in attendance:

Kathie Knoble-Iverson, Chair
Bruce Huseboe
Evelyn Buckles, Secretary

Members absent:

Teddy Pyke

Others present:

Joy Combs, Council member
Mike Bachuber, Executive Director
William Parke-Sutherland, Executive Assistant
Tracy Thomas, Accountant, IndependenceFirst

Item 1. Call to Order @ 4:30 p.m.

Kathie Knoble-Iverson

- Welcome and Introductions

Item 2. Corporate Structure Follow up

Kathie Knoble-Iverson

Mike will follow up with Chuck Benner regarding the teleconference with Valerie Barnum-Yarger of the Michigan SILC.

Item 3. Secretary Report

Evelyn Buckles

- Approval of Minutes for:
 - May 5, 2008

Evelyn Buckles moved to approve the May 5, 2008 Executive Committee minutes. Bruce Huseboe seconded. Motion carried.

Item 4. Finance Committee Report

Tracy Thomas/Mike Bachhuber

- April 2008 Financial Statement
The Finance Committee (Tracy, Mike, William, Chuck Benner) reviewed the statement. We have been underspending the budget in most categories. The major exception is Legal/Professional Expenses.
Bruce Huseboe moved to accept the April 30 statement. Evelyn Buckles seconded. Motion carried.
- FFY2008 Budget Revision
Evelyn Buckles moved to approve the Budget Revision with one exception. Staff will reflect carry over in the budget. Bruce Huseboe seconded. Motion carried.
- DVR Financial Procedures
Meeting w/Charlene Dwyer, Manuel Lugo and others from DVR involved with ILCW contracts. Discussion regarding timing of the financial reports and Executive Committee meetings. William will send a revised Executive Committee meeting schedule to members.

- Finance Policies & Cost Allocation Plan
Finance Committee met. Discussed and reviewed financial statements in depth. The Finance Policies and Cost Allocation Plan will be discussed prior to the next Council meeting. A draft of the 2009 Budget will be given to Executive Committee on July 30th and then to full Council for approval at the August Council meeting.
- FFY2009 Budget Development
Will be submitted to the Executive Committee for review at their meeting on July 30th.

Item 5. Chairperson Report

Kathie Knoble-Iverson

- Executive Director Performance Evaluation
Evaluation to be completed July 11th. Executive Committee will review the evaluation

Item 6. Executive Director Report

Mike Bachhuber

- Staff Update
 - William & WCILC
WCILC would like to contract with William for administrative services. Mike and William will continue discussion with Maureen.
 - Peer Power Hire
Applications are due today. We have a few dozen applications, including some good ones.
- Insurance Policy renewal
Mike has requested a proposal quote from a local agent. The proposal received from the current carrier will also be considered.

Bruce Huseboe moved to allow Mike and Kathie to review the proposals and decide which carrier to use. Evelyn Buckles seconded. Motion carried.

- August Joint Meeting with WCILC
There was discussion related to the joint meeting with WCILC in August in La Crosse. Mike, Kathie and Maureen will continue to work out details

Item 7. Other Business

Kathie Knoble-Iverson

- Quarterly Meeting Follow-up
 - Partnership Plus-Mike and William sat in on the NCIL teleconference call. Despite the fact it would be a good idea, ILCW does not have staff
 - Membership Manual & Appointments-Evelyn, Mike and William met to review the membership manual. Revisions and updates are in the process and the new manual will be available at the August meeting.
Mike will contact the Governor's office to clarify Council appointments.
 - Staffing Policies, including conflict of interest to meet 34 CFR 364.21-on agenda yet to do as of the May meeting. Mike will work on these items and bring to the August full Council meeting.
- Discuss giving support to affected IL partners in Iowa

Bruce Huseboe

Item 8. Adjourn