

DRAFT

Independent Living Council of Wisconsin

Executive Committee Meeting Minutes
Teleconference
December 19, 2007

Meeting was called to order at 4:10 p.m. by Kathie Knoble-Iverson, Chair

Members Present: Evelyn Buckles, Kathie Noble-Iverson, Bruce Huseboe, Diane Ryan, and Teddy Pyke

Staff Present: Mike Bachhuber and William Parke-Sutherland

Others Present: Tracy Thomas and Wendy Huot

Item 1. Call to Order

Kathie called the meeting to order at 4:10 p.m.

Item 2. Secretary's Report

Minutes will be approved at the next meeting.

Item 3. Report of Chairperson

Kathie and Mike continue to meet weekly. 704 was priority.

Item 4. Finance Report

Mike reported that the auditors' site visit was postponed from Dec. 19 to Jan. 14.

Wendy introduced Tracy Thomas, another member of the Independence First accounting team. Wendy has been working with Tracy to prepare for the audit. They also prepared the balance sheets and revenue/expense reports for the months of October and November, 2007, which were sent to members of the committee prior to the meeting. The October reports show income of \$11,202.09 and expenses of \$15,507.75. The November reports show income of \$525.00 and expenses of \$19,183.57.

Item 5. Executive Director Report

- **704.** Kathie has signed. Final draft due to DVR by December 31st.
- **Grants & DSU relationship.** Mike will meet with DVR on January 15th to attempt to finalize what is needed for the contracts to be approved. Goal is to get funds to WCILC by end of January.
- **2008 Work Plan.** Reviewed work plan developed at last meeting. Reviewed and clarified who was responsible for the things listed. Mike will make the revisions discussed and the work plan will be on the agenda for approval at the Council meeting in February.
 - **Committees.** Reviewed current ILCW committees. Currently there are the Executive, Finance, Membership and Policy Committees. The committee discussed eliminating the Policy Committee because the Executive Committee is best situated to develop and review policies for the organization
 - **Internal/Administrative Goals**
 - **Distinction between Council and Corporation**

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- **Resource Plan**
- **Policies**

Diane Ryan moved to include Policies, Resource Plan and Distinction between Council and Corporation in the work plan. Evelyn Buckles seconded. Motion carried.

- **Consumer Participation Fund.**
 - The committee discussed how the fund fits into our funding and reporting categories. It might be more workable to have consumers sponsored by a consumer-controlled organization for requests with an explanation of how the training will help the consumer work with the sponsoring organization to implement the SPIL.
 - We should develop policy for use of the fund before further expenses are authorized.

Mike will draft a plan for training and technical assistance for statewide grassroots efforts. He will present the draft to the Executive Committee in January.

WCILC has requested a copy of the ILCW Work Plan. Mike will forward the work plan to WCILC when it is approved by the Council.

- **SILC Congress.** Mike will be contacting Brenda Curtis regarding manuals that SILC Congress attendees will be receiving. Mike will be attending along with members Diane Ryan, Joy Combs, and Kathie Knoble-Iverson. Mike will also be speaking to Brenda about adding a conversation between RSA and participants to the SILC Congress agenda.
- **IL Legislative Days & February Council Meeting.** There was discussion about the schedule for the next Council meeting during IL Legislative Days. The Council will meet Monday, February 4th from Noon – 5 p.m. and Tuesday, February 5th from 9 a.m. – Noon. The training related to IL Legislative Days begins at 12:30 p.m. on Tuesday with Captiol visits on Wednesday, February 6th.

There being no further business, the council adjourned.

Accepted 4 February 2008