Michigan Chapter

Association for Education and Rehabilitation

Of the Blind and Visually Impaired

Board Meeting, Zoom online

May 21, 2021 10 a.m.

Draft Minutes

Members Present: Teresa Gest, Micah Bormann, Roberta McCall, Leanne Ford, John Metz, Amber Strasz, Amy Schreiner, Beth Brabbs

Members Absent: John Metz, Patty Killey

Others Present: Amy McDonald-Lamiman, Liz Mulligan

Call to Order, Determination of Quorum: President Teresa Gest called the meeting to order at 10:06 a.m. Roll was taken, and a quorum was present.

Alterations to the Agenda: none

Secretary’s Report: Motion: Amy moved, Leanne Seconded to approve April 21, 2021 Board meeting minutes as sent. Motion carried. Roberta will forward approved minutes to John for website posting.

Treasurer’s Report: Amy Schreiner reported on finances as of April 30, 2021. Our closing b balances are: checking $4661.48; money market $40,416.36; total assets $45,077.84.

Motion: Roberta moved, seconded by Beth to accept the Treasurer’s report. Motion carried.

We spent $19,012 with Allied. This along with awards and speaker fees brought us to about $25,000 which is about what we planned. Amy reported that we are missing some info. CVent has some confused information that Amy is working on straightening out. She will report at a future meeting.

Old Business

1. Conference Wrap Up: We discussed the conference and shared feedback we had received from attendees. Much of the feedback was positive. Allied website was much easier to negotiate for blind users. Sessions were appreciated.
2. Bank documentation: Signed minutes from the Business meeting (unapproved) during the conference are usually needed by the bank for transferring the debit and/or credit cards. Not sure if Teresa got what she needs.
3. ACVREP SCECH: Beth should get materials from Lori Vargo who has a notebook about SCECHs. We’ll decide what to do with it after we see what’s in it.

Amy Lamiman and Liz Mulligan left the meeting at this time.

New Business

Committee Assignments, confirm roles

Newsletter: Beth Brabbs will continue as editor. Deadline for next newsletter is June 1st.

By laws: Roberta McCall will continue as chair and read through to see if anything needs updating.

Legislative: Joe Todd will chair this committee. Patty gave him an idea about what’s expected.

Communications: John Metz will continue as chair. He updated the website with conference and awards info.

Amber Strasz will begin work as our social media editor. Possibly a sub-committee of Communications?

Membership: Sue Bradley will continue as chair of Membership. She submitted a report to Teresa who shared that we have 142 members. Teresa reminded everyone that they need to maintain their membership in order to remain in good standing to be on the Board. We have 5 life members, and we updated some of their contact info.

Historical: Sue Bradley will remain as chair. She would like to get pictures of this year’s award winners.

Outreach: Amanda English will chair this committee. No report today.

Program: Teresa and patty will co-chair this committee.

Student Chapter: tabled until a later meeting.

Accessing and Storing Materials: Google and Dropbox

We reviewed some of the features of Google drive. Getting access for new people has sometimes been problematic. Passwords were shared. We need someone to reorganize folders in G drive.

New members were added to the michiganaer Gmail account. We also reviewed process for reviewing Gmail messages.

Joe raised some questions and considerations about where we store our materials. We established an ad hoc committee research this and return with recommendations. Patty, Joe, Micah, Beth, Teresa, Roberta.

Board Manual: Teresa encouraged Board members to get familiar with the manual. We did a brief walk through.

Incentives to add new Board members: Teresa briefly shared contents of a letter addressed to the AER Board asking if they can waive membership fees for Board Members. The Board concurred today that is okay to forward the letter. Other ideas include meals, parking, mileage, and hotel charges.

Website: John updated Board member names and contact info. He also posted our newsletter and conference info for 2022.Upcoming meeting dates:

9-17-21 conference planning

10-15-21 official Board meeting

11-19-21 conference planning

1-21-22 official board meeting

2-18-22 conference planning

3-18-22 conference planning

4-20-22 official Board meeting prior to the start of the conference

Adjourn official Board meeting: 11:35ap.m. We continued working on conference planning.

Respectfully Submitted,

Roberta McCall, CVRT

MAER Secretary