

ACB of Maine Board Meeting
August 5, 2021

ACB of Maine Minutes: 6/3/2021

Submitted: 8/5/2021

Roll Call of Board Members in Attendance:

Officers: President Sherry Belka, Vice-President Lynn Merrill, Treasurer Cheryl Peabody, Secretary Carolyn Bebee
Directors: Joel McQuade, Leona McKenna, Nick Giudice, Mary Ellen Frost
Absent: Amber Mooney

Minutes: Leona moved to accept the minutes with a second by Mary Ellen. They were accepted as distributed.

Treasurer's Report: Lynn moved to accept with a second by Leona. The motion carried unanimously.

Budget:

- 1) The webmaster Steve Kelley recommended upgrading the PayPal account in order to fix issues. The cost is \$8.95. Currently, Steve must reroute through his website. We are using Wordpress which is free. When a page is loaded it stops working. With Premium hosting at \$8.95 a month, it will then work properly. Cheryl asked if we pay by credit card or if we reimburse Steve? It was reviewed that it works like Go

Daddy. It needs to be confirmed whether a monthly or annual payment is required.

- 2) It was reported that Ameriprise documented that \$6498 needs to be distributed. Originally, the thought was that the amount was \$9000. \$2500 has been distributed to date.

Mary Ellen made a motion to accept the budget with a second by Cheryl. The motion carried unanimously.

Scholarship: Lynn presented the Scholarship information with clarification that the board is the scholarship committee.

Scholarship Questions:

- 1) How should the scholarship be advertised?
- 2) Who is the point of contact?
- 3) Who receives the applications?
- 4) Is it posted on the website?
- 5) What is the window of advertising time?
- 6) Is there a deadline for applications or is it a rolling timeline?
- 7) Groups it will be sent to include the Iris Network, DBVI, Catholic Charities of Maine and disability departments at colleges and universities.

Mary Ellen made a motion to accept the task force report with a second by Nick.

Sherry asked if the application was paper, electronic and on the website? If on the website, Sherry reviewed it could be printed from there. Lynn clarified that with the application on the website it could be downloaded, completed and emailed back to the person receiving the applications.

Lynn reviewed the scholarship goes directly to the student. Sherry added the bylaws state it can be awarded at any time. Mary Ellen suggested the October annual conference may be a time the scholarship could be awarded and presented to the recipient.

The board determined the closing date for applications would be August 1, 2021. Lynn offered to reconvene the Task Force to finalize the application document. The application will be sent to Steve Kelley, the identified organizations along with a cover letter by Sherry. Cheryl suggested sending the information to the full ACB of Maine membership.

Sherry reviewed she will contact Steve Kelley and ask that he put a “Scholarship Button” on the web main page with a link to the scholarship application.

The report was accepted unanimously.

Lynn made a motion to reconvene the task force related to advertising the scholarship and cover letter. There was a second by Cheryl. There was no discussion and it passed unanimously.

Lynn recommended August 1st as the deadline with no opposition from the board. Sherry recommended applications be sent to the ACB of Maine email.

Endowment: A meeting was held with Jay. There were some bond changes. Overall the account is doing well with about a 26% return. The Ameriprise Balance as of April 30, 2021 is \$196,840.86

Membership Phone Call Committee:

Currently there are 49 members with ACB of Maine including 42 who pay dues, 2 life members and 5 who have not renewed their dues. 36 members are blind or visually impaired.

Discussion ensued on the boards guideline at a previous meeting that folks who joined starting in July would be paying dues for 2022. This was a precedent, when folks who joined at the October Annual Conference, their dues covered the following calendar year. Historically, membership was October-September. However Lynn and Cheryl clarified ACB National is on the calendar year January - December as is ACB of Maine. Dues paid in

October at the annual meeting is a convenience for current and new members.

New Member Interest: Carolyn reviewed Roger Fuller's background in serving as a member of the Maine House of Representatives and his expertise in education. He creates and manages a number of ways to communicate with large membership groups. He joined ACB of Maine and would like to assist in any way that would be helpful. Joel suggested Roger be invited to the August board meeting and Nick supported as a way for us to listen to ideas he may have for Membership communication.

Secretarial position: Carolyn asked to continue as secretary and this was accepted.

There was a question of whether to make a monetary donation to the National convention. After discussion it was decided not to at this time.

There will need to be a Nominating Committee formed for officers and board members. Sherry asked if an email should be sent to members to determine if there is a volunteer who would consider filling the vacant board position. Carolyn asked if Roger could be considered since he volunteered to assist ACB of Maine. The board agreed Carolyn could check with him to see if he would consider.

Convention: The decision had been made to have an in person annual convention. Sherry called the Senator but they had not returned the call. Discussion continued on funding transportation and lodging for all members. Historically there are usually 20 attendees with a one night stay at \$150 per night. Lynn suggested paying transportation and one night. Cheryl reviewed sometimes we had paid for 10 rooms and they were shared amongst members.

Lynn made a motion to pay for transportation for all members and guests. A second was made by Leona. Discussion on covering Saturday night lodging as the board meets the next morning. An amendment was added to include lodging for all members at the convention. It was unanimously approved to cover transportation and one night lodging.

Convention Committee: Currently Sherry and Leona are on the Committee and volunteers are needed to begin planning for, as Sherry said, "A great convention in 2021!"

Lynn made a motion to adjourn with a second by Nick. The vote was unanimous.

Respectfully submitted,
Carolyn Bebee, Secretary