

**Board for the Blind and Vision Impaired
Minutes for Quarterly Board Meeting
Thursday, August 21, 2014
Virginia Industries for the Blind (VIB)-Richmond**

Call to Order: Chairperson Bob Dendy called the meeting to order at 1:15 p.m. He asked Board members and staff for introductions.

Members Present: Bob Dendy, Chairperson; Marsha Hester; Linda Broady-Myers; Deborah Prost; Marc Johnson (remotely from Charlottesville)

Members Absent:
Mr. Ron Hamm

Staff Present: Ray Hopkins, Commissioner; Jim Meehan, Deputy Commissioner for Services; Matt Koch, Deputy Commissioner for Administration; Rick Mitchell, Deputy Commissioner for Services; Hugh Costley, Budget Manager; and Henry Street, Staff Assistant, Recorder

Agenda:

Approved with additional agenda item added- under item #7 additional funding request

Minutes:

Ms. Broady-Myers moved that meeting minutes be accepted as received. Ms. Hester seconded. All were in favor. Approved – from April 8, 2014 meeting

Public Comment: None

Commissioner's Report: Presented by Commissioner Hopkins-
REPORT PROVIDED IN WRITING

The Commissioner introduced Hugh Costley to the Board. He is our in house budget manager for the agency (1st in 20 years). We needed more fiscal support as per Secretary Hazel and Department of Planning and Budget; who endorsed this position.

Budget reductions – The state is facing a sizable shortfall. Contributed to sequestration of funds and federal spending cuts we will have an \$800 million deficit this biennium; to include \$346 million for this year. Agency’s will be asked to trim budgets.

DBVI is looking to increase the utilization of our Vocational Rehabilitation Center, and more closely correlate the services that we deliver at the Center for successful employment outcomes. We have been included in a year-long learning collaborative on VR Program Management through the Institute on Community Inclusion, Rehabilitation Technical Assistance Center, at the University of Massachusetts, Boston. Additionally, a goal of the project is to increase utilization of the rehabilitation center. We will be reaching out to the Board for your involvement and participation in the project.

Endowment Fund Expenditures and Receipts Report: Presented by Matt Koch; Deputy Commissioner for Administration
REPORT PROVIDED IN WRITING

Discussed endowment funds per submitted report: Bal. \$6,857,467.23 million as of July 31, 2014.

Donations in:	\$ 4,500.00
Driver Wages Paid:	\$16,000.00
Construction Project:	<u>\$56,000.00</u>
Total Expenditures	\$72,000.00

Board request: Moving forward that the financial report include capital gains/losses and total balance from recent disbursements and receipts

Funding requests

1. **NFB BELL** (Braille Enrichment through Literacy and Learning)
PROGRAM

They are asking to reduce the requested amount from \$15,000 to \$10,000. Mr. Koch requested the reduction be in writing and sent to him for the record. This will fund (2) two week programs.

Ms. Broady-Myers moved that we accept with reduction, Ms. Hester seconded. All were in favor of \$10,000

2. Virginia Voice

They are asking for \$30,000. This assists with accessibility advancement to continue to find new and promote avenues for getting their live and recorded program to the print disabled which is a growing population.

Discussion:

As discussed in past meetings, we are not opposed to funding projects that help meet our aim and to help advance great organizations; but let's be mindful as we continue to provide operating support to these organizations, we need to think about our ability to continue to support these efforts or whether future boards will. And also make other organizations aware of the resource which is available.

Ms. Broady-Myers moved that we approve the request for \$30,000. Ms. Hester seconded. All were in favor.

Please ask them not build this in as an annual operating fund. Moving forward, those requesting funds will not only provide info and requests in advance but will make their request in person.

3. Fund drivers for DBVI blind staff

The request is in the amount of \$110,000. Operational; strictly for salaries. Most of the driver positions are held by people who are retired. They work for our VR Staff and rehab teachers. Typical need for drivers is: 3 days/week for VR staff; and 3 to 4 days/week for counselors and teachers. Drivers cannot exceed 29 hours/week.

Ms. Brady-Myers moved to approve the request for \$110,000. Ms. Prost seconded. All were in favor.

Commissioner asked for support to use the remaining expenditure funds plus additional funds to total an estimated cost of \$130,000 to refurbish the bowling alleys in the recreation building. This helps with making the recreational building more usable. The funds that were allocated over the 2013-2014 FY were not completely expended. This request is to repurpose the funds that were already approved, which totals \$93,800. We are considering the volunteer council and Lions Club to make up the difference. Ms. Broady-Myers is making a motion to fund the difference (\$36,200) and if we get more funds then we can return that portion. Ms. Prost seconded the

motion for the \$130,000 with the understanding that 93,800 is being repurposed. All were in favor.

Summary for the year

Budget Request for July 1, 2014 – June 30, 2015 :

NFB BELL Program	\$10,000
VA Voice	\$30,000
Super Summer Camp	\$55,000
Drivers	\$110,000
Sub-Total	\$205,000
<u>Capital Projects</u>	<u>\$130,000*</u>
Grand Total	\$335,000

*The entire amount was approved to complete a bowling alley project. This amount is based on using \$93,800 remaining from a last year's unused

Capital Project funds; with the difference of \$36,200 added to make the total \$130,000 for covering cost to revamp bowling alley in the recreation building.

Mr. Koch reviewed progress on construction projects on campus at our VIB locations, and our regional offices across the state.

Board meeting schedule:

10/21/14

1/13/15

4/14/15

7/9/15

Ms. Broady-Myers moved to approve the Board meeting dates for the upcoming year. Ms. Hester seconded. All were in favor.

Virginia Industries for the Blind: Presented by Jim Meehan, Deputy Commissioner for Enterprises
VIB REPORT PROVIDED IN WRITING

Division for Services Report: Presented by Dr. Rick Mitchell, Deputy Commissioner for Services
REPORT PROVIDED IN WRITING

Mr. Dendy posed a question to the Commissioner concerning Mr. Hamm. What are the options regarding Mr. Hamm? The Commissioner responded that we are recommended that the opportunity not be extended to Mr. Hamm. We are encouraging others to apply for Board positions.

Officer elections

Ms. Prost nominated Ms. Broady-Myers as the next chair for the Board. Mr. Dendy seconded. All were in favor

Adjourned and tour began.

Chair Comments: Presented by Bob Dendy

There were none. The Board proceeded to tour the Virginia Industries for the Blind Richmond Plant.

Next Quarterly meeting is scheduled to convene on October 21, 2014 at DBVI-Headquarters.