

**South Carolina Autism Society
Minutes of the Quarterly Board of Directors' Meeting
Midlands Center, Columbia, SC**

Saturday, July 28, 2001

Board Members Present:

Denise Chastain
Gaye Hartley
Erik Drasgow
Amy Weeks
Cheryl Bauerle
Alex Holbert
Shirley Ballard
Mary Pate
Mitch Yell
Denise Long
Bev McCarty

Board Members Absent:

Ann Bishop
Joyce Nielsen
Rebecca Shippy
Denise Oxford
William Floyd
Michael Filippone
Maria Delgado
John Edwards

Staff Present:

Craig Stoxen, Executive Director

Visitors Present:

Don Fender, Director, SCDDSN/Autism Division
Phil Blevins, CASLS, Ltd.

Call to Order, Quorum:

President Amy Weeks call the meeting to order at 10:00 AM and a quorum was declared.

Approval of Agenda:

Erik Drasgow moved to amend the agenda to include fundraising and an executive session under New Business. Cheryl Bauerle seconded and the motion carried.

Autism Division Report:

Don Fender provided a report to the Board regarding the effective of the state-level budget cuts on the DDSN/Autism Division and its capacity to provide services. According to Don, the division "faired pretty well." Don reported that the division had lost 2 staff persons (one at the state level and one at the regional level): Carol Wade retired and her position was eliminated and the Coastal Regional lost an administrative support person.

Don reported that all 3 CARE (Carolina Autism Resource & Education) Centers were operational. A brochure was distributed to Board Members.

Don provided board members with a written report delineating the distribution of family

support funds "Family Support/Respite Allocations 1999-2002". Discussion followed regarding some reports of cuts in services. According to Craig, assurance had been given by individuals within SCDDSN that the budget cuts would not have a negative affect on the services families currently received. Don suggested that there may be cases where local DSN monies are "co-mingled" across disability definition lines to provide services for families.

Don was asked if SCDDSN/Autism Division foresaw a time when the client eligibility requirements would be expanded to include individuals with Aspergers Syndrome. He reported that the current eligibility requirement for services from the division was in line with the DSM-IV definition of Autism, but that the division was looking at the possibility of expanding the criteria to include DSM-IV definition for Aspergers Syndrome. He also cautioned that too lenient an eligibility criteria (ie: address the full ASD spectrum) could increase the eligibility numbers to in excess of 20,000 people.

Don reported that according to counts taken in May of 2001, there were 1870 people with autism being served. He expects that number to be closer to 2000 at this date. Approximately 65-70% of those served are school age.

CASLS, Ltd. Presentation:

Phil Blevins, Executive Director, provided a presentation on a new organization which will provide supported living for individuals with autism. Phil shared his vision of the program and answered questions from the Directors. He noted that CASLS has received "provider approval" from the necessary agencies. CASLS will be closing on their first home on July 30, 2001 and expects occupancy to occur by September. Phil also expressed CASLS need for donations of all kinds.

Approval of the Minutes from April 28, 2001 Board Meeting:

Erik Drasgow moved and Bev McCarty seconded the motion to amend the minutes to reflect changes to "Board Members Absent Roster": remove Mitch Yell and Tim Daugherty. Motion carried.

Treasurers' Report:

Copies of the current budget were provided to members. Copies of the 2000 Audit were distributed. The Audit contained no noted discrepancies. The budget was approved by motion made by Erik Drasgow and seconded by Denise Long. Motion carried.

Directors' Report:

Craig provided Directors with a copy of his report prior to the meeting. He reviewed the status of the office move and noted special attention should be given to planning the SCAS 30th Anniversary which is expected to be held at the Sheraton Hotel on the ?? of April. Craig reported that a new, part-time (20 hrs) staff person was hired. Lynn Ragsdale will be in charge of information and referral. Craig reported that the 2002 Annual Conference will be held at the Adams Mark hotel in Columbia on Oct. 10th - 12th.

Committee Reports:

Consumer Review Panel: On going training is being provided to directors and staff.

- Legislative Committee: Craig encouraged meetings with your local state legislator (with your child if possible) to reiterate the need for family support money. Any cuts in service should be reported to Craig.
- Fundraising Committee: The next golf tournament will be held on April 27, 2002 in Myrtle Beach. Items are still needed for this year's silent auction.
- Information & Referral: Copies of the website information were distributed.

Old Business:

Bylaw changes were proposed as follows:

change autism to ASD

change President to Chairperson

Article IV-Section 1 - sentence 1, change elected representative to "elected director"

Article IV-Section 1 - sentence 1, change eight (8) elected directors to "eight (8) at-large directors"

Article IV-Section 1 - sentence 3, change to read "The directors shall be elected for terms of four (4) years."

Article IV-Section 5 - Meetings - (a) Annual - change to read "The Board shall set the annual meeting date to fall between August 1 and December 15."

Article IV-Section 5 - Meetings - (b) Board - change to read "The Board shall meet at least four times per calendar year."

Article IX-Section 2 - to read "The Board of Directors hires and director the executive director. The Executive Director hires and directs all subsequent personnel."

Add a Article IX-Section 3 - Duties of Executive Director - The executive director shall serve as the chief executive officer for the corporation. He or she shall be responsible for directing the day to day operations of the office

change existing Article IX-Section 3 to Section 4

change existing Article IX-Section 4 to Section 5

Erik Drasgow made a motion to accept the proposed changes, Denise Chastain seconded. Motion carried.

New Business:

Nominating - Cheryl Bauerle was nominated to fill the Vice Chairperson vacancy. Erik Drasgow made a motion to accept. No second motion needed. Motion carried. This leaves two vacancies, the Midlands West and the PeeDee East. Craig has ideas on who to fill these vacancies.

New phone system - Craig handed out the new phone system proposals. AMC was be best offer and the most inexpensive system. Craig explained that our toll free number, 800-438-4790 would remain the same and the office is receiving new fax and main line numbers. The provider

will provide in service training for staff and can install on Friday, August 10, 2001. Mitch Yell made a motion to accept the NEC proposal, it was seconded by Denise Long. Motion carried.

ASA update - Craig reported that the proposed changes are positive. A full list of the proposed changes was included in the packets. The 2002 ASA Conference will be held on July 17-21, it will be titled "Champions & Challenges".

Proposal for 2003 ASA Conference - A proposal to hold the 2003 ASA Conference in Charleston was submitted. Hosting could result in cost share (profit/loss), although proposal could be written to ??????????????????????. Some pros of hosting the conference would be a) highlights state your in, b) possible profit; some cons would be a) volunteers available. The Executive Director will pursue this idea and have a proposal ready for vote at the October meeting.

Fundraising - Amy will investigate cost and design options of a SCAS logo charm for our anniversary. She will report her findings at the October meeting.

Executive Session:

The Board went into executive session to discuss the annual performance of the Executive Director.

Alex Holbert recommended that the Personnel Committee be formed and comprised of existing committee chairs.

Erik Drasgow moved to delay the Executive Director's evaluation until a personnel committee is established and can provide a report to the Board. The Personnel Committee shall be comprised of the Chairperson, Vice-Chairperson and Treasurer. This was seconded by Denise Long. Motion carried.

The Personnel Committee will convene to conduct the Executive Director's mid year evaluation and report results to the board. Annual evaluation and salary adjustments will occur in December.

Adjournment:

With no further business to discuss a motion was made to adjourn the meeting. Motion carried, meeting adjourned.

Amy Weeks, President

Bev McCarty, acting secretary
(during Ann Bishop's absence)