

Disabilities Network of Eastern CT
19 Ohio Ave.
Norwich, CT 06360
May 9, 2023
5:30 PM - 7:00PM
Virtual meeting via Zoom

Minutes

On screen:

- K. Pellerin, President
- S. Baecker, Vice President
- E. Petrik, Board Member
- S. Heddle, Executive Director – DNEC
- G. DeFrank – Accountant / Guest

I. Call to Order:

The meeting was called to order at 5:35 PM by K. Pellerin.

II. Public Comment:

There were no public comments.

III. Approval of minutes:

On a motion made by E. Petrik, seconded by S. Baecker the minutes of April 11, 2023 were approved as written.

IV. Investment discussion:

- A. Sample Investment Policy – Greg DeFrank, Accountant
Currently DNEC has over \$450K in a savings account, earning little to nothing in interest. G. DeFrank suggested that a portion of those funds could be making money and still be available to the agency in a time of need. In a general discussion Mr. DeFrank suggested exploring outside investments and developing an investment policy involving at least half of the money accrued in savings. The 2023-2024 season of DNEC will invite investment companies to talk with the board, and provide not only information but suggestions on how best to manage this money. With this information, an investment policy will be written, moving the board forward into actual investments.
- B. CD's as investments – Emily Petrik – Board of Directors
E. Petrik has brought to the board an expertise in banking, money management and valuable information regarding CD's. She shared a PowerPoint presentation that discussed Certificate of Deposit options in several of the local banks. Included was a clear grid of the local banks, comparing terms, APY, minimum and returns.

As the board will not be meeting during the summer, S. Heddle was instructed to consider, along with G. DeFrank, possibly placing some of the money into a CD's – contacting us via computer for approval. All board members agree that money needs to be managed, utilizing both investments and CD's. According to G. DeFrank, investing at least \$250K during the next year would still give DNEC available money for a half year of operating expenses.

V. Executive Directors Report:

Highlights:

- A. BRS – Renewing a contract with BRS will be reconsidered in August.
- B. K. Smith and B. Varas attended a discussion on Emergency Preparedness for the Disabled, part of the SPIL goals. The Sub Base in Groton has requested that they be involved in this discussions.
- C. Our new Website averages approximately 350 visitors/month. The three most popular pages on the website are: services, resources, and contact us

VI. President's Report-Recap:

- A. Our next meeting will be the annual meeting; officers for the 2023-2024 season will be nominated;
- B. On May 8th, both staff and board met at a restaurant in Norwich (Fat Cats) to meet, greet and eat. This was an excellent opportunity to meet the new staff and for them to meet the board;
- C. An important achievement in the 2022-2023 season was the completion and acceptance of our updated bylaws;
- D. Two fundraisers have been arranged – one for May 13 and the other in October.
- E. K. Pellerin again stressed the importance of getting our name and services out to the public. S. Hedde agreed but cautioned to not over- extend the capabilities of the agency.

VII: Old Business:

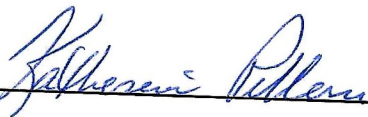
There is no old business.

VIII: New Business:

- A. S. Baecker wrote two prospective donor/supporter appeal letters for the board to peruse. Both are one page, but do not include the letterhead. S. Baecker asked that the letterhead be added and returned for editing to fit on the one page.

IX: Adjournment – Meeting adjourned at 6:55PM

Katherine Pellerin, Secretary



Date

5/20/2023

Executive Director Report 05/09/2023 – Sharon Heddle

Visitors to our website.

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|--------------|-----|
| February | 350 |
| March | 368 |
| April | 325 |
| May – 1 week | 123 |

How do they find us?

Search engines – Google, Yahoo, Bing

Facebook

211CT.org

What page do they look at?

Services

Resources

Contact Us

I had a meeting with BRS. They wanted to know if we want to start up our vocational program with them again. I said no. A few months prior to COVID I had notified them that we were no longer going to be participating in this contract. The program was draining us. In order to start us up again, we would need trained vocational counselors and referrals from BRS. BRS is not able to guarantee any referrals and we know that I haven't received any for our own openings. This would financially drain us. If there was any possibility of a break even, then I am all for it, but it isn't.

Kim and Beth attended a round table discussion with Ledge light Health District and resulted in monthly meetings. Gretchen Knauff and Rich Lubby from the SILC were invited to participate by Kim. Emergency Preparedness is one of the SPIL Goals.

This resulted in someone from the Exceptional Family Member Program at the subbase inviting us to participate in the Emergency Preparedness Drills and training's that are coming up at the base. Kim will be working with the Case Liaison to prepare for this.