

Disabilities Network of Eastern CT
19 Ohio Ave.
Norwich, CT 06360
January 12, 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

I. Call to Order:

The meeting was called to order at 5:30 PM by President, 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 November 8, 2022 minutes were approved with one correction of a date originally written as January 9, 2023 and corrected to January 10, 2023.

IV. Executive Director's Report

Highlights:

1. Problems with hiring. Extensive research shared with board in the difficulties in hiring one person.
2. Have moved all DNEC belongings out of the back room. That room will no longer be part of DNEC's rental agreement.
3. Web site is moving along; could be ready to be launched in 3 weeks;
There will be a page for the board to use to add information pertinent to the board.
See attached report

V. President's Report

K. Pellerin discussed the following areas to be addressed for 2023:

1. Finishing by-laws (See Old business)
2. There is a continued need to get not just the name of DNEC out to the public, but the philosophy and mission of this CIL. E. Petrik brought up the need to target more grass roots areas. Many people who might benefit from DNEC are busy families dealing with the immediate situations of disability. They may not have the time to research the web; suggested that the various contact people that families would be working with should be the group we reach out to.
3. This discussion then led to the next area – recruitment of board members. Our proposed by-laws have membership as not less than 6 and no more than 15. Recruiting volunteer board

- members can be as difficult as hiring new staff. E. Petrik suggested reaching out to groups and organizations working directly with people/families with disability situations. She suggested contacting a friend who is very involved in the disability world. If this person seems interested, E. Petrik would have her contact K. Pellerin to learn more about DNEC.
4. The last area to be addressed was fund raising. There was general discussion about past fundraisers and some ideas for some future endeavors. S. Baecker was asked to put some ideas together regarding an appeal letter to be used around the holidays. Other types of fundraisers suggested were:
Comedy night, Trivia night, Murder Mystery night, Interactive theater, etc.
All the above will be on-going discussions in future meetings.

VI. Old Business:

By-Laws. A copy of the by-laws as completed in the Fall of 2022 had been sent to board members. Other than a few formatting areas and a correction of the dates for the fiscal year, there were 2 areas to be discussed:

Article III regarding Membership and

Article VI, Section 6.4, Area D – Treasurer.

It was determined that the concept of membership should remain in the proposed by-laws, reflecting the language of the Certificate of Corporation, and allowing for future updating as needed.

The language describing the duties of the Treasurer was discussed in regards to the agency utilizing a contracted accountant that seemed to duplicate the role of Treasurer. However, S. Heddle emphasized the continued need to list a Treasurer in the by-laws as a form of safety. Even with an accountant, there are oversight duties that can be utilized by the Treasurer. The proposed language remains as written.

All board members were asked to review the entire proposed bylaws for spelling, formatting, and other areas needing clarification prior to the February 14 meeting. Once voted on, the by-laws will be re-typed and copies will then be distributed to all members.

X. Next Meeting

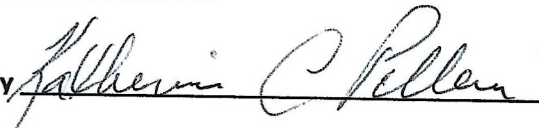
The next meeting will be February 14, 2023 via zoom:

1. Greg DeFrank will present the federal tax return for approval;
2. Vote and approve by-laws
3. Further discussion regarding fundraising and recruitment.

XI Adjournment

The meeting was adjourned at 6:50 PM

Katherine Pellerin – Secretary



1/15/2023

Executive Director's report 1/12/2023

Staffing – trying to hire 2 advocates.

- 146 resumes received
- 109 rejected
- 37 I reached out for more information

- Of the 37 –
- 21 never heard from
- 16 set up interviews

- Of the 16
- 7 no shows – 3 of these people I rescheduled for them and then they did not show up the second time either.
- Interviewed 9 people

- 5 set up second interview with Kim
- 1 no show
- 1 was not interested because of the pay
- 1 still interested but not sure about the pay

- 3 people interested –
- 1 turned down – making \$22 now and must start at \$22
- 1 makes \$22 but could work it out if before the end of year 1 she was making \$20
- 1 can't decide because of the pay. She was not good at saying what she wanted or needed.

Hired 1 who starts next week.

Changed the payrate to \$19 to start and after 90 days move to \$20.

Within 50 miles of New London, there are 3,467 entry level or no experience needed jobs posted on Indeed. 49% (1,701) pay \$17.50/hr or more.

I changed the pay rates and have hired 1 person instead of 2 people.

Website is coming along nicely. I have a placeholder for a message from the board if you want to include one. We should be finished in a couple weeks.

Our PPR was submitted on time, now it is answering their questions and making revisions to the working if they have suggestions or need me to expand on anything.

Our next ASL classes begin 2/6/2023.

We have emptied out the back room of our office and gave it up 1/1/2023. We are still fixing up the room we have moved the advocates into and when I feel it is completely set up, I will send you some pictures.