

**Madison City Disability Advocacy Board Minutes
September 8, 2009**

Board Members Present: Claudia Rice, Beth Newlin, Cana Farr, Jane Dow, Maria Kilgore, Kayla Beard, Toni Osani, Patricia Switzer

Absent: Kayla Beard, Debrah Underwood, Mike Cassell

Others Present: Kathy McQuitty (Madison School System Computer Administrator), Lisa Preston (Madison City Parks and Recreation Programs)

Note: Ms. Preston brought the MCDAB t-shirts Mike Cassell ordered.

Notes from before the meeting officially began:

***Maria Kilgore asked about MCDAB's tax exemption status. Claudia Rice said she would look into it.**

***Any bricks sold from the Brick Sale are tax deductible per Claudia Rice.**

The MCDAB meeting began about 6:15pm.

***Supplies - Claudia Rice informed the Board that when we need supplies such as envelopes, card stock, copier paper, ... we are to get a price and item description from Staples, give it to her, and she will request at P.O.**

***Web Site - Kathy McQuitty and Beth Newlin gave a detailed presentation about our new web site, its layout and potential information listed on the site. The Board discussed web site fees and voted to pay for two years (\$190.80 total) for the domain name and software to run the site. Jane Dow made the motion to pay for the two-year service and Cana Farr seconded. Beth Newlin will bring three themes (web site layouts) to the next meeting for our review. Beth Newlin will be in charge of maintaining the site with Claudia Rice as second in charge.**

***Madison Street Festival - The event is Saturday, October 3, 2009 and MCDAB will host a booth at the festival. Included at our booth will be information about MCDAB, Girl Scouts, the Brick Sale, the Needs Survey, ADAPT books, Mother's Club information, the Resource Fair and Daylife Camp information. Toni Osani is providing the chairs, tables and banner for the event. Maria Kilgore will ask the BJHS art department to paint the banner with Claudia Rice delivering and picking up the banner. Claudia Rice passed around a sign-up sheet for time slots to man the booth.**

***Survey Monkey/Needs Survey - Claudia Rice informed the Board we need to pay for the service (Survey Monkey) before it can be initiated. Claudia Rice asked the Board to keep a running list of who has been directly contacted to complete the Needs Survey. Claudia reminded the Board that a personal touch would be needed to get surveys completed. Our goal is to get 100 surveys**

returned either through email or paper. We discussed various places to leave a written survey (dentists, pediatricians, the Resource Fair...) and Claudia informed us that Teresa Harris (a parent) would help distribute the survey at PTO meetings. Maria Kilgore will ask permission from Dr. Fowler about distributing a Parent Letter asking for participation in the survey in all the Madison City schools. Patricia Switzer will write the Parent Letter .

***Brick Sales - Jane Dow made a short presentation about using the bricks in a commemorative wall. She brought a drawing of the proposed wall and we discussed the costs and any playground equipment that might be purchased with any profits above the cost of the wall.**

*** T-Shirts - Claudia Rice distributed the new MCDAB t-shirts we'll wear at the October Street Festival.**