



November 13, 2019 — 8:00am Room 225  
St. Luke's United Methodist Church, 222 Northwest 15th Street, OKC, OK

## REGULAR MEETING MINUTES:

Members in attendance: Sidna Madden, Scott Ellis, Marilyn Dillon, Dana Tallon, Brittany David, Herb Bailey, Cathy Borjas, Heather Hancock-Blackburn, Jacob Hill, Larry Hopper, Adam Lane, Zubayr Rahman, Nedra Ruth, Lori Wathen, Sandra Webster, Keith Wilkinson, Ken Wyatt

Members excused: Frank Barnes, Vera Cheek, Jackie Haverly, Sharron Shaefer, Emma Woodford

Members unexcused: Dr. Henry Asin, Melanie Elliott, Diana Hubbard, Jeremy Moses, Liz Scheffe, Curtis Singleton, James Timberlake

Sidna Madden called the meeting to order at 8:05 am.

Welcome & Introductions – None

### **1. Action Items:**

[Approval of Prior Meeting Minutes](#)

Approval of September and October 2019 Minutes – Motion: Scott Ellis/Second – Ken Wyatt; passed unanimously

[Treasurer's Report](#)

Dana Tallon presented the financial reports. The beginning balance on 9/30/2019 was \$7,941.07 with 0.61 cents interest income and expenses totaling \$1,319.92. The expense was catering for the ADA Special Session. The ending balance as of 10/31/2019 was \$6,621.76 plus the required \$5.00 savings account amount. The report was accepted by Sidna Madden on behalf of the committee.

### **2. Reports: Subcommittee Reports**

[ADA Workshop – Sidna Madden](#)

Sidna thanked Dana Tallon and Keith Wilkinson for their assistance on the day of the event. Feedback was very good.

[Awards – Marilyn Dillon](#)

No report.

[Audit – Marilyn Dillon](#)

No report.

[Luncheon Committee – Dana Tallon/Cathy Borjas](#)

Sidna met with Cox Convention Center on October 22nd along with other members of the committee to determine feasibility for an improved luncheon location. We have two rooms booked at the Cox Convention Center for October 2, 2020. The speaker is confirmed, and we are on the Mayor's calendar.

Committee work begins with the first planning meeting to be held at Scott Ellis' PVA offices during lunch (Scott is providing lunch). Invitations for the 11:00 am meeting on December 4, 2019 will be sent out via email following the meeting. will meet soon after that occurs. At the August meeting, three subcommittees were formed for the luncheon work:

Vendors: Scott, Curtis, Marilyn

ADA Session: Sidna (still need a second person)

Awards/Lunch: Marilyn, Dana, Cathy, Lori (still need at least three additional volunteers)

Cathy Borjas reminded everyone that award nominations can be made all year long and we can simply carry the three nominations from 2019 into next year.

#### Barrier Free Design – Scott Ellis

No meeting was held this month and all pending issues are resolved.

#### Outreach – Herb Bailey/Emma Woodford

No report.

#### Emergency Response – Ken Wyatt

No report.

#### Membership Review – Melanie Elliot/Larry Hopper

Larry reported that he and Melanie plan to meet in the next few weeks. An update to membership attendance for review was requested from the MCDC Secretary.

#### Public Relations – Zubayr Rahman/Lori Wathen

The committee chairs met last month to form strategies and plans to schedule a meeting soon with Sidna to review.

#### Strategic Planning – Larry Hopper

No report

#### Ways and Means – Cathy Borjas

No report. Still need members to volunteer.

### **3. Other Business:**

#### MCDC Email – Dana Tallon

No emails received.

### **4. New Business:**

#### Public Comment Period

It was determined that this will be at the beginning of the meeting. Each guest has three minutes to speak to the committee, although anyone can attend the meetings only MCDC members should be participating in the discussions. Brittany David is drafting a sign-in sheet that outlines the time limits and format for public comments.

#### By Law Review

Cathy Borjas noted that the by-law review is complete. She will send the final, approved version to Marilyn Dillon for signature and committee members will be emailed a copy.

## Officer Elections

Elections for officers will be held during the December meeting. Scott Ellis and Herb Bailey volunteered to coordinate the nominating committee and were appointed by Sidna Madden. Members were reminded that the term is three years for Chair, Vice Chair, Secretary and Treasurer. The floor was opened for nominations. Adam Lane was nominated for Vice Chair, Cathy Borjas for Secretary, and Dana Tallon for Treasurer. Following input from the Mayor, Sidna Madden was nominated for Chair. Additional nominations can be submitted via email to Scott or can be made at the start of the December meeting. All nominations will be anonymous. Scott Ellis will contact each nominee to confirm their desire to serve before adding their name to the ballot.

## Annual Subcommittee Reports

Marilyn Dillon announced that subcommittee chairs should email her their annual report by Monday, December 2<sup>nd</sup> for compilation prior to the December meeting. A reminder email will be sent out this week.

### ***5. Reports from Members on Boards and Commissions:***

Herb Bailey reported that Mr. Sconzo of Community Action Agency is retiring in December and there will be a reception.

Ken Wyatt reported that the Riverfront Redevelopment Authority had no new actions on the agenda.

Marilyn Dillon reported that she is representing EMBARK in stakeholder meetings related to the new Oklahoma Public Transit Policy Plan being developed at the State level. She noted that they are looking for stakeholder organizations and will be connecting them with Sidna Madden so that MCDC is represented.

Jackie Haverly provided a report via email that she has attended the Zoo trust meeting and no items were relevant to MCDC activities.

## Announcements:

Scott Ellis announced the PVA Christmas Party on Saturday, December 7<sup>th</sup>. This is a no cost event to benefit hospitalized veterans and the widow of a Vietnam veteran. Scott will share details for posting on the MCDC Facebook page.

Lori Wathen announced the SS and Down's Syndrome & Autism Advocacy Conference at MetroTech on December 11<sup>th</sup>. Details will be shared on the MCDC Facebook page.

### ***6. Adjourn: Next MCDC Meeting December 11, 2019***

Herb Bailey moved to adjourn/Marilyn Dillon seconded. Meeting adjourned at 8:55 am.