

Brain and Spinal Injury Trust Fund Commission
2 Peachtree St NW Suite 26-426 Atlanta, GA
Commission Meeting
October 26, 2017

Minutes

Commissioners attending in person:

None.

Commissioners attending via teleconference:

Jane Warnock (JW), Randy Owens (RO), Tim Wall (TW), Gwen McKee (GM), Bob Bauer (BB), Chase Jones (CJ), Lisa Dawson (LD), Raj Gandy (RG), Barbara Means-Cheeley (BMC).

Commissioners - Absent:

Hank Fielding, Cheryl Harris, Andrew Dennison, Susannah Kidwell.

Staff:

Craig Young (CY), Dionne Braxton (DB), Keisha Zachary (KZ), Leslie Berry (LB), Tyimeka Brown (TB), Diana Ballard (DBd)

Guests:

Jane Jackson (JJ).

Chairman's Reports

CY – A quorum of 9 Commissioners are present.

CJ – I call the meeting to order at 10:36 a.m. Welcome!

A quorum of 9 Commissioners are present.

1. Motion: to approve the September 2017 draft Commission minutes as submitted.

Motion by: BB **Second by:** JW

Vote: Approved unanimously.

3. Motion: To approve the October 2017 distribution grid as submitted.

Motion by: Distribution committee **Second by:** GM

CJ - Nominations for Commission Secretary will be taken at the November 2017 Commission meeting. CY – If necessary, the Bylaws allow for the Treasurer to also hold the Secretary position.

Executive committee October meeting was not held due to lack of quorum:

Minutes approved – 11-26-17

Distribution committee:

TW – The applicant grid for August 2017 is \$59,708. Any questions concerning the grid? CJ – some funds are unspent for the month. What do our application numbers look like? CY – Tyimeka has 20, Keisha has 18, Dianna has ~35 and Dionne has 3 completed application for review at this time. We need our applicants to send in the required information necessary in order to complete their applications for review. CJ – we do want to spend all funds budgeted for distribution. TW – other questions? None.

A quorum of 9 Commissioners is present.

2. **Motion:** To approve the October 2017 distribution grid as submitted

Motion by: Distribution committee Second by: GM.

Vote: Approved unanimously.

Collections report:

CY – collections for September 2017 (\$97,773) were down compared to September last year (\$113,458). For the 1st Quarter of FY2017 collections are down from same period in 2016 (percentage change of -6.1%).

Communications committee did not meet in October due to lack of quorum:

CJ – how is the annual report coming? CY – Central Registry data is finished and applicant thank-you's have been forwarded. We have cover stories for use for the annual report.

New Business:

New carpeting will be laid in October 30th and 31st. This is creating some work delay as we work to empty our office space by the deadlines.

CJ – I want to begin discussion on having a 20th Anniversary gathering in calendar year 2018. I may appoint an ad hoc committee to help get this planning started. GM - this is a good opportunity for PR, etc.

Reminder that the ANNUAL MEETING is moved to NOVEMBER 16, 2017. Please be sure to RSVP as we will be providing lunch for those attending in person!

The next Commission meeting will be on Thursday – November 16, 2017 from 10:30 a.m. to 2:30 p.m. at the Commission offices at 2 Peachtree St NW Suite 26-426.

The Commission meeting is adjourned by motion (BB) at 11:05 a.m.