**TASP Board of Directors Meeting**

**June 6, 2014**

Turners Falls, MA

Present in person: Susan Yuan, Ginny Cruz, Bernadette Irwin, Sue Jones, Leslie Kinney, Ellen Gilmartin, Nicole Brisson, Lynn Fogg-Cornelio, Maurice Feldman, Denice Mock, and special Guest Robyn Powell.

On phone: Lindsay Brillhart, Leslie Pokras, Ella Callow, Denise Stile-Marshall.

1. The meeting was called to order by Susan Yuan at about 10:30 AM, by welcoming everyone.

Introductions were given all around, with each person saying a bit about their backgrounds and roles with TASP. Susan in particular introduced Robyn Powell, who has graciously agreed to facilitate our planning today.

1. Susan Yuan introduced two new interim Board appointees, Denice Mock and Lynn Fogg-Cornelio. She also informed the Directors that Traci LaLiberte has accepted an interim appointment. The Board of Directors unanimously assented to these appointments by voice vote. These Directors will have full voting rights, but will need to be elected by the membership at the next Annual Meeting.
2. Susan Yuan proposed that she write a letter to the following Board members who have dropped off the board, thanking them for their services: Carol Boggs, Art Atwell, and John Susa. The Board of Directors unanimously assented to this proposal by voice vote.
3. Overview of Strategic Planning Process: Robyn Powell explained that strategic planning, if done right, provides a useful tool to direct an organization’s development. It is how an organization knows where it is going, and how it will know if it is getting there.
4. Mission Statement & SWOT Analysis
5. The Mission Statement of TASP was presented and discussed. It is:

***We are dedicated to enhancing the well-being of at-risk parents with learning difficulties and their children. This primarily includes parents who may be identified as persons with intellectual disabilities or borderline intellectual functioning.***

The Board discussed some concerns, especially about the phrase “at risk”; not all parents or their children are at risk, notwithstanding a parent’s disability. There was explanation that TASP is focused on cognitive, not physical disabilities, and that this has to be clear. The group decided to leave our Mission Statement unchanged.

1. SWOT Analysis – see extensive notes that will be provided separately.
2. Goals & Objectives – Where we’ve Gone- see extensive notes that will be provided separately.

* Review existing plans
* Review committee goals
  + Finance
  + Membership
  + Conference
  + Self-advocates advisory
  + Training
  + Research
  + Public policy/advocacy
  + Technology
  + Nomination/by-law

1. Vote on Acceptance of By-laws: Ellen presented these. There was some discussion and changes were made with respect to what will constitute a quorum for business to be conducted by the TASP Board of Directors. The quorum was changed from 5% to 15 %. There was also some discussion of the term limits for officers: two consecutive terms in the same office.

Bylaws were approved by voice vote, with abstentions by Maurice Feldman and Ginny Cruz; no votes in opposition. Susan Yuan and Ellen Gilmartin signed these.

1. Goals & Objectives – Where we’re Going: see extensive notes that will be provided separately.

* Short-term goals & objectives
* Long-term goals & objectives

1. Action Plan – How we’re Getting There: see extensive notes that will be provided separately.

***Respectfully submitted by Ellen Gilmartin on 6/17/14***