



## Quarterly FAAST Board Meeting Agenda

📅 Wed May 15th, 2019

🕒 9:30am - 12:00pm EDT

📍 Teleconference/Webinar

To be posted

### I. **Welcome** 5 mins

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- a. Call to Order
- b. Roll Call and Establishment of Quorum
- c. Verbal Authorization to Begin Recording
- d. Ask if anyone online has submitted a Public Comment Request.
- e. Or if anyone online HAS NOT submitted a Public Comment Request but wishes to speak.

### II. **Agenda** 5 mins

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- a. Adjustments to the Agenda
- b. Approval of the Agenda

### III. **Secretary's Report** 15 mins

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- a. Minutes to Previous Meeting
- b. Membership Report
  - 📄 Membership Report
- c. Upcoming Meetings
- d. Bylaws Update

- e. Board Policies Update

#### IV. **Treasurer's Report**

PAUL TOBIN 30 mins

- a. Review of Financials

PAUL TOBIN

with assistance from Whitney Harris and Rebecca Scott

1. March 2019 Quickbooks Financial Reports

-  032019 Financial Statements

2. Balance Sheet

-  March 2019 Balance Sheet

3. Profit & Loss Detail by Month

-  March 2019 Profit & Loss Detail

4. Profit & Loss Summary by Month

-  March 2019 Profit & Loss Summary by Month

5. Profit & Loss Summary by Quarter


-  March 2019 Profit & Loss Summary by Quarter

6. Accounts Receivable

-  March 2019 Accounts Receivable

- b. Review of Investments

with assistance from Rene Bruer

-  March 2019 - TW Investment Statement

-  March 2019 - AFP Investment Statement

-  March 2019 - Unrestricted Investment Statement

- c. Audit Report

with assistance from Whitney Harris and Rebecca Scott

-  DRAFT 2018 Financial Audit

-  2017 Draft 990 - FFAST

- d. Financial Policies Update

with assistance from Whitney Harris and Rebecca Scott

-  210 Procurement Policy

-  215 Federal Funds Procurement Policy

-  214 Operating Reserve

- e. State Financing Report and Return on Investment Statement

with assistance from Eric Reed

V. **Director's Report**

15 mins

a. Upcoming Events

b. Public Policy Update

with assistance from Michael Daniels and Gene Adams

c. Accomplishments

1. Live A Day Events

2. Hurricane Michael

3. Legislative Workday

d. Fundraising Efforts

with assistance from Matt Holloway, Hannah Brock, and Paul Tobin

1. Craig H. Neilsen Creating Opportunity and Independence Grant - Completed and Submitted

 FFAST - Neilsen Grant

2. Christopher Reeves Foundation High Impact Innovative Assistive Technology Grant - RFP Stage

New Grant Cycle opens July 15, 2019

Webinar July 22, 2019

RFPs due September 15

3. Disability and Rehabilitation Research Projects (DRRP): Assistive Technology to Promote

4. The Retirement Research Foundation

5. Elevator Speech

6. New Logo Discussion

MATT HOLLOWAY

New Logo concept

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 FFAST-1 (with tagline) (white background).jpg

VI. **Old Business**

10 mins

a. Review of Action Items from Previous Meetings

b. Update on Bylaws

c. Code of Business Conduct and Online Communications

VII. **New Business**

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10 mins

- a. Time for Adjustments to the Agenda
- b. Change in Lead Agency
- c. Board and Advisory Council Calendar - FY 2019 Events
- d. Board and Advisory Council Calendar - FY 2020 Events

VIII. **Closing**

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5 mins

- a. Public Comment
- b. Date of Next Board Meeting
- c. Adjourn