

Meeting Agenda AKDS Network
March 18, 2021

1. **Approve February minutes** (Tristan 5 min)
2. **Financial Report** (Adina 5 min)
 - a. Where is the Grant money reflected/represented?
3. **Website** (Tristan 10 min)
 - a. Webinar series needs to be uploaded to YouTube and linked to our website
 - b. Set up place for minutes and agenda
4. **Covid plan for in person events** (Tristan 10 min).
 - a. Special Olympics return to activities phases (see plan below for reference):
 - b. Other algorithms from other organizations (kim)
 - c. Vote on a plan.
5. **Committees and Action Plan:** See document at end (Tristan 30 mins)
 - Membership committee: → Tristan, Donna, Bregitte Lane
 - Buddy Walk/ Christmas Party committee: → Adina & Karlan, Jennifer Curtis?
 - Newsletter committee: → Jenny, Wendy
 - Social Volunteer committee: → Sheryl, Kim
 - i. Dances, BBQ, Salvation Army bell ringing, zoom social events, small groups: baby/ toddler, older child, and parent.
 - Education committee: → ?
 - ii. Grant money requiring grant rewrite and preapproval before we can spend.
 - iii. Webinar Series (very successful)
 - a. April 10: Webinar the Adult Health-Care guidelines.
 - b. May 1st (?): Webinar is in the planning stages, “Shared Vision” for adulthood w/ Kim Champney
 - Fund Raising committee: → ?
6. **Other Board Responsibilities** (Tristan 5 mins):
 - a. Website updates, i.e., calendar, upload pics, upload agenda and minutes etc.
 - b. Annual meeting
 - c. Yearly report (president)
 - d. Area reps

7. **Next Board Meeting April 22 THE BUDGET** (Tristan 5 mins)
 - a. Bring committee Action Plans
 - b. Bring detailed Budgets
 - c. Determine how much the Network is willing to spend this year (total) based on how much is in savings. →a working budget for the year.
 - d. Parse out what's available in the working budget to committees.
 - e. Board Meeting May 20th Board Meeting: For this meeting individual budgets need to come trimmed based on what is actually available.
 - f. Meeting **ADJOURN !**

SPECIAL OLYMPICS ALASKA RETURN TO ACTIVITIES PHASES

Phase 0	Phase 1	Phase 2	Phase 3
<p>COVID Risk Level: 25+ cases per 100,000 people on rolling 14-day average.</p> <p>No events or activities of any sort to be held in person.</p> <p>Individual sport training sessions in own home using own equipment.</p> <p>Coaching occurs virtually.</p> <p>Fitness and health programming offered virtually or at home.</p> <p>Meetings, conferences or trainings to be held virtually.</p>	<p>COVID Risk Level: 10-24 cases per 100,000 people on rolling 14-day average. Restriction on size of gatherings is ≤10 people.</p> <p>High Risk Individuals are unable to participate in person and should continue to train/compete from home.</p> <p>Practices, health/fitness programs, fundraising and local events, with ≤10 people MAY resume if they adhere to strict physical distancing and sanitization protocols.</p> <p>No direct or indirect contact (e.g. through a ball in the hand) should take place.</p> <p>Virtual programming will continue to be made available for those not able to attend in person.</p> <p>School-based activities led by schools should comply with guidance from schools/districts.</p>	<p>COVID Risk Level: 1-9 cases per 100,000 people on rolling 14-day average. Restriction on size of gatherings is ≤30 people.</p> <p>High Risk Individuals are unable to participate in person and should continue to train/compete from home.</p> <p>Practices, health/fitness programs, fundraising and local events, with ≤30 people MAY resume if they adhere to strict physical distancing and sanitization protocols.</p> <p>Indirect contact (e.g. through a ball in the hand) MAY resume. No direct contact should occur in sports.</p> <p>Virtual programming will be made available for those not able to attend in person.</p> <p>School-based activities led by schools should comply with guidance from schools/districts.</p>	<p>COVID Risk Level: Less than 1 case per 100,000 people on rolling 14-day average. No restrictions on size of gatherings.</p> <p>High Risk Individuals can resume public interactions, but should practice physical distancing, minimizing exposure to social settings where distancing may not be practical, unless precautionary measures are observed.</p> <p>Large Competitions and Events (with people traveling from multiple communities who are in same phase) MAY potentially occur, if local and federal restrictions allow holding of mass activities.</p> <p>Virtual programming should still be made available to those not able to attend in person.</p>

5. Action Plan

- Heads of committees need to create an **Action plan**: a written memo defining the committee and will subsequently present the plan to the board on the next meeting in April. Board will make suggestions and approve the proposed budgets.
- Goal for committees to go live by May. Board will meet again in June see how things are going, tweak as needed
- Plan to taper board meetings every other month (or longer) after June or as needed.
- If committees are not filled the board will need to take up the work, or the work will just not get done.

Action plan:

- i. Goal/s of the committee
- ii. Duties to be performed
- iii. Calendar dates (anticipated meeting times, events, etc.)
- iv. Anticipated budget (think about what has been spent in the past)
 1. Ongoing expenses need to be approved by the treasurer or Board or both? Thoughts?
- v. Member involvement
 1. Who to contact on the board
 2. How to contact
 3. Where to advertise

(Brief Example of an Action Plan in Membership committee)

- a. Membership committee: →Tristan (board rep), Donna Davidson, Bregitte Lane (member reps)
 - vi. Goal: facilitates initial interaction w/ new members and maintain contact info:
 - vii. Duties:
 1. First contact w/ new members
 2. Create/maintain packets for new parent, new member, and baby baskets
 3. plan to update and confirm membership info. Phone tree..??
 - viii. Calendar: scheduled zoom meetings every 2-3 months (i.e. first Tuesday of every other month)
 - ix. Budget: i.e. postage, materials for packets, printing folders, logos. 200\$ yearly (anticipate this to be more detailed)
 - x. Plan for member recruitment via personal contact only; plan to reach out via phone or e-mail to those vetted to be a good fit.