# Minutes

# Iowa Commission for the BlindSeptember 17, 2024

1. Call to order and determination of quorum. The quarterly meeting of the Iowa Commission for the Blind was called to order at 12:01 p.m., by Commission Chair Sara Coleman, with the following commission members present Michael Hoenig and Sara Coleman. Others in attendance: Sarah Willeford, Janice Eggers, Kim Walford, Karly Prinds, Keri Osterhaus, Connie Mendenhall, Ambrose Ball-Harney, Cheri Myers, Leslie Heinzler, Irene Vega, Tasara Hamilton, Jessica Katzung, Echoe LaCaille, Christian Fosselman, Damian York, Chandler Smith, Carol Manning, 2 Sign Interpreters, Carrie Chapman, Shawn Mayo, Helen Mejia, Thomas Topping, and Liz Soenen.
2. Public Comment – none.
3. Approval of the consent agenda. Commissioner Hoenig moved approval of the consent agenda as presented. Commission Chair Coleman seconded, and the motion passed.
4. Approval of the June 11, 2024, board minutes. Commissioner Hoenig moved approval of the minutes as presented. Commission Chair Coleman seconded, and the motion passed.
5. Approval of the 2025 Iowa Commission for the Blind Calendar. Commissioner Hoenig moved the approval of the Calendar. Commission Chair Coleman seconded, and the motion passed.
6. Agency Director Report – Interim Director Ms. Willeford shared:
   1. Welcoming the new staff attending today’s meeting. She thanked the commissioners for helping with the new staff seminar training.
   2. FY26 Budget is included for approval at today’s meeting, and she explained the requested funds and the FY26 Capital Ask for the chiller.
   3. Ms. Willeford acknowledged the receipt of the ICUB Resolution regarding the website explaining that we are working on improvements within the limitations of the state website parameters. The CIO, Connie Mendenhall commented on the plans in place for the website.
   4. Having just returned from the NLS Conference Sarah shared with the Commission the requirements from NLS and is coming down from the Library of Congress to have a parent or guardian signature for anyone patron under the age of 18. This does include our current patrons and affects 350 youth patrons. Currently waiting for information about the institutional piece.
   5. Mike asked about the FY23 Pre-ETTS funding. CFO, Cheri Myers explained the RSA requirements and how this is done with the Pre-ETTS funding process. Mike also inquired about the Pre-ETTS vendors.
   6. Mike shared that he has made several State Website contacts and has expressed his accessibility issues with other state agencies websites. Discussed the new ADA requirements.
   7. Sarah thanked Mike for meeting with the Governor’s office on the process in the search for the new IDB Director. Mike feels confident that the search is moving forward and that IDB will remain a separate agency. There will be consumer group involvement in this process.
7. Approval of FY26 Budget and FY26 Capital Ask: Discussed the budget. Motion to approve the FY26 Budget and FY26 Capital Ask as presented. Commission Chair Coleman moved Commissioner Hoenig seconded, and the motion passed.
8. Consideration of Closed Session. Commissioner Hoenig inquired about holding a closed session. Ms. Eggers read paragraph 1a from the Code of Iowa, Section 21.5(1)(a) and 21.5(1)(j). Commissioner Hoenig moved to adjourn to closed session. Commission Chair Sara Coleman seconded the motion. The motion passed unanimously.

The meeting adjourned into closed session at 12:27 p.m. The meeting entered closed session at 12:31 p.m.

On a motion by Commissioner Hoenig and seconded by Commission Chair Coleman to move out of closed session at 12:54 p.m. The motion passed unanimously.

On a motion by Commissioner Hoenig and seconded by Commission Chair Coleman to move into open session. The motion passed unanimously. The meeting entered open session at 12:57 p.m.

1. Closed Session –
   1. Gifts and Bequests #139 motion to defer this request and have appropriate personnel gather information on this request. Commissioner Hoenig made the motion to approve, and Commission Chair Coleman seconded, and the motion passed unanimously.
   2. Gifts and Bequests #140 motion to deny this request. Commission Chair Coleman made the motion to deny this request as presented. Commissioner Hoenig seconded, and the motion passed unanimously.
   3. Gifts and Bequests #142 motion to approve as presented. Commission Chair Coleman made the motion to approve this request as presented. Commissioner Hoenig seconded, and the motion passed unanimously.
2. Adjournment – Commissioner Hoenig motioned to adjourn the meeting. Commission Chair Coleman seconded, and the motion passed. The meeting was adjourned at 12:59 p.m.

Respectfully Submitted,

Sara Coleman, Chairperson

Commission for the Blind

Janice EggersSecretary to the Commission/ Executive Secretary

Iowa Department for the Blind

/jce