

Town of Islip Disability Advisory Board

Meeting #1 – September 28, 2018, 401 Main Street (Town Hall West)

Chair: James O'Connor, Islip Town Councilman

Vice Chair: Carol Charchalis, Town Liaison

Legislative Aide: Dawn Marie Kuhn

Meeting convened 3:04PM

1. Introductions and Attendance:

- Members present: James O'Connor, Carol Charchalis, Leo DeBobes, Devin Fernandez, Douglas King, Rosemary Klaus, Geraldine Lettieri, Robin Mayr, Nancy O'Donnell, Gary Prlstera, Ray Sampson, Lisa Gatti, Euridice Busweiler, Denise Sheridan
- Absent: Bea Huste-Peterson

2. Rules, Process and Procedure:

- Discussed ground rules for all meetings; all relevant materials will be sent to members via email prior to the meeting; documents should be in Word format, not PDF, for accessibility.

3. Expectations:

- Disability awareness should be in the forefront of everything we do;
- Identify programs for citizens with disabilities in Islip Town and Suffolk County;
- Organize resources on the town website;
- Include a section of activities for citizens with disabilities in Town Recreation News

4. Update Board Bylaws:

- Subcommittee created: Leo DeBobes, Devin Fernandez, Douglas King, Jim O'Connor.
- Members should review existing bylaws and send suggested edits to Board before the next meeting.

5. Mission statement

- Subcommittee volunteers – Ray Sampson, Lisa Gatti, Rosemary Klaus.
- Will draft a short mission statement for the Board and distribute prior to the next meeting.

6. Develop a List of Action Items:

- All Board Members will read bylaws and send suggested edits to subcommittee before the next meeting.
- Mission Statement Committee to draft a Mission Statement and share with Board prior to next meeting

7. Discussion

- Discussed times and locations for future meetings, taking into account work schedules, availability of SCAT services, accessibility of locations.
- Term limits – Board Members are appointed by the Islip Town Board for a defined term. They may be replaced by the Town Board at the conclusion of their term. Proposed Bylaws say that Board Officer positions are for 1 year. Board Chair serves at the will of the Town Supervisor.
- Nancy O'Donnell accepted position as Secretary of the Board. Denise Sheridan will be backup. Carol Charchalis will serve as Vice Chair, and will act as Chair when Board Chair cannot attend meetings.

8. Next meeting: November 14, 2018; 1-2:30 pm; 401 Main Street (Town Hall West), First floor theatre, Islip, NY 11751.

Meeting adjourned: 4:13 pm