



**INSILC (VIRTUAL) PUBLIC MEETING – MEETING MINUTES**  
**WEDNESDAY – JUNE 29, 2022 AT 1:00 P.M. EST**  
**VIRTUAL MEETING – VIA ZOOM**

**INSILC Members Present:** Tammy Themel (Voting Member); Abigail Fleenor (Voting Member); Theresa Koleszar (Non-Voting Member); Lee Martin (Voting Member); Kevin Burk (Voting Member); Seena Skelton (Voting Member); Emma Sullivan (Voting Member)

**INSILC Members Absent:** Kelsey Cowley (Voting Member); Kacie Weldy (Voting Member); Gary Olsen (Voting Member); Ray Montgomery (Voting Member); Sarah Renner (Non-Voting Member)

**INSILC Guest(s):** Amber O'Haver (INSILC Executive Director); Morgan Daly (INSILC Director of Public Policy & Systems Advocacy); Paula McElwee (ILRU Technical Assistance Support)

- I. **Call to Order/Code of Conduct/Roll Call:** INSILC Interim Chair, Kevin Burk, called the meeting to order at 1:10 p.m. EST, read a code of conduct statement and conducted roll call of the Council Membership.
- II. **Public Comment - CLOSED**
- III. **Meeting Minutes (7-28-21 & 12-6-21):** Kevin Burk asked for a motion to approve the July 28, 2021 and December 6, 2021 meeting minutes. A motion to approve the minutes was made by Lee Martin. The motion was seconded by Seena Skelton and the motion was passed via roll call vote.
- IV. **Financial Report:** A question was raised about a small financial transaction and discussion took place. Amber O'Haver, INSILC Executive Director, is working on getting information from the INSILC accountant about the transaction and will address anything needing to be corrected. As a result, Lee Martin made a motion to table the financial report until the next public meeting to gather information about . The motion was seconded by Abigail Fleenor and the motion was passed via roll call vote.
- V. **New Business**
  - A. **INSILC Officer Nominations & Elections:** Kevin Burk went through a proposed/nominated slate of new INSILC Officers (Lee Martin – Chair; Kevin Burk – Vice Chair; Abigail Fleenor – Treasurer; and Equity, Opportunity & Inclusion – Seena Skelton) and opened up the floor for any other officer nominations and discussion. A few council members expressed disapproval of moving forward with election of new INSILC Officers. Kevin Burk explained the importance of getting new INSILC Officers in place and as such, he asked for a motion to approve the proposed slate of new INSILC Officers. Abigail Fleenor made a motion to approve the slate of new Officers proposed. The motion was seconded by Seena Skelton and the motion passed via roll call vote.
  - B. **FFY 2023 INSILC/DSE Funding Contract Draft of Deliverables:** Kevin Burk asked Amber O'Haver to share information with the Council about the recommended draft deliverables for the FFY 2023 contract. She explained they were similar to the prior years. Seena Skelton made a motion to approve the recommended draft deliverables. Lee Martin seconded and the motion was passed via roll call vote.

Immediately following this agenda item and vote, Kevin Burk had to excuse himself from the meeting to handle a private matter and designated/turned-over the few minutes remaining in the public meeting to Amber O'Haver, who finished facilitating the meeting quickly because the ASL Interpreters had to leave.

\*Denotes Vote Needed





**IMPORTANT NOTE:** INSILC typically gets through its agenda and conducts its Council business in two hours. As such, this is the length of time ASL Interpreters were scheduled for this public meeting. However, the Council was unable to get through its full agenda in the two-hour timeframe that ASL Interpreters were arranged. Therefore, the following agenda items were not discussed/addressed at the meeting.

- C. **2022 Council Training Plan:** Not discussed.
- D. **2022 Conflict of Interest & Duties of Care, Loyalty & Obedience Agreements and Disclosure Form:** Not discussed.
- VI. **Continuing Business**
  - A. **INSILC/Everybody Counts Facilitated Communication – No Progress:** Not discussed.
- VII. **Committee & State Updates, Reports, Comments**
  - A. **INSILC Executive Director Report:** Unable to be shared.
  - B. **INSILC SPIL Committee Report – No Report**
  - C. **INSILC Membership Nomination Committee – Update:** Unable to be shared.
  - D. **State Agency Reports (Optional):** Unable to be shared.
- XI. **Adjournment:** No adjournment of the meeting took place. Instead, Abigail Fleenor made a motion to table the meeting until another meeting could get scheduled - she suggested within 30 days. Lee Martin seconded the motion and the motion was passed via roll call vote.

\*Denotes Vote Needed

