**NCSILC Membership Committee Meeting**

5/21/2013

Attendees: Rene Cummins, Gloria Bellamy, Sandy Ogburn, Teresa Staley, and Will Miller (SILC office)

Absent: Sierra Royster, Dorothy Frye, and Jennifer Overfield

RC called the meeting to order at 11:00 AM

RC: Sierra's flight was delayed and she cannot attend. Rene will sub as committee chair for this meeting.

Dorothy Frye and Jennifer Overfield both emailed the committee to provide notice that they have conflicts and are unable to attend this committee meeting. Dorothy is also unable to attend the next committee meeting.

Feedback from Trainings at April Meeting

SO: Enjoyed trainings. Helps to learn about what Ex Officio members are doing.

TS: Enjoyed trainings and the dynamic trainers.

Trainings for the August Meeting

RC: Any ideas for trainings at the upcoming SILC meeting?

TS: Are there any Ex-Officios that we have not heard from?

RC: Sierra will look into Ex Officios who have not presented already. If you have any other ideas, please email them to the committee.

Mentorship Program

Dorothy Frye emailed the current mentor list and a description of the mentor program to committee members before this meeting.

RC: Siera wants to make the mentor policy clear regarding mentor assignment, mentor / mentee contact, and to make sure that mentors who are assigned are willing and able to serve.

GB:

* A number of mentors' second terms on the council are expiring, so we need to look for folks to replace them.
* Volunteered to be a mentor.

RC:

* The membership committee Needs to find out who else can be a mentor.
* Dorothy Frye has the list of mentor assignments.
* An email should be sent to the council to ask who wants to be a mentor.

WM: Offered to send the email from the SILC office.

RC: The Membership Committee should send the email.

SO:

* Agreed that the membership committee will send an email to the council (to ask who can serve as a mentor).
* Will also send the mentor list and policy to the council.
* She will get with Sierra to send the email.

Membership Status / Term Expirations

Will Miller emailed two drafts of a spreadsheet with member information from the SILC office prior to this meeting.

The attendees agreed that no formal action could be made at this meeting with three committee members absent.

RC: The State gave everyone a new appointment date in the last member roster, which scrambled everything.

WM:

* Has met with Sierra to discuss membership information. Waiting until they have compiled all available information before making an appointment with the Office of Boards and Commissions to discuss new appointees and the application / appointment process.
* The SILC office reviewed three documents to compile the data in the spreadsheet that was sent to the committee prior to this meeting.
* The last roster, compiled by Debbie from correspondence from the Governor's Office, contains term expirations for most member seats. However, it lists all member appointment dates as Sept. 2012.
* The spreadsheet sent prior to this meeting includes seat numbers and term expiration dates from the Governor's Office, and appointment dates from other documents in the SILC office.
* Seat 16 is currently vacant. Term expiration for this seat is likely August 2014 based on the Rehab Act requirement of staggered terms. This would result in six term expirations in 2013, six in 2014, and eight in 2015.
* Will email version 3 of the spreadsheet (attached) following this meeting.

The committee agreed that it appears there are three seats to be filled (one that is vacant and two by second term expirations).

Other Comments

None.

RC: Adjourned the meeting.