To: ADA 25th Anniversary Ad Hoc Committee

North Carolina Council on Developmental Disabilities

Fr: Devika Rao, Account Manager

 O’Neill Communications

Dt: May 21, 2015

Re: Meeting Minutes of **May 20, 2015 Conference call**

**Attendees:**

Tonya Gilliham – The National Inclusion Project

Betsy MacMichael – First in Families

Karen Hamilton – NC ADA Network

Jerry Smith – The Arc of North Carolina

Elaine Whitford – Disability Rights North Carolina

Steve Strom – North Carolina Council on Developmental Disabilities

**AGENDA TOPIC**:

1. **Statewide celebrations *(details and contact information listed on second page)***
	1. A list was compiled by the NC ADA Network for events taking place across North Carolina
		1. **How can your organization contribute to the events?**
			* Sponsor t-shirts; provide materials; promote events in network to encourage attendance and participation in local areas?
			* Promote pledge signing for the ADA – goal is to get 5,000 signatures from North Carolina
			* Promote birthday cake contest
			* Media Kit will be available for all organizations – banners, postcards, calendars, etc.
			* Promote events through email lists and social media
			* Overall goal is to make the statewide celebrations an inclusive event for the ADA 25th anniversary with all the partners, agencies, organizations and individuals involved.

**MINUTES:**

1. All statewide events should be promoted with chapters in local areas through social media and email lists.
	1. O’Neill/Devika to send all events identified thus far to committee and graphics to promote event through social media and email lists.
	2. Karen Hamilton/ADA Network have identified 12 events (six pending logistical information) and will send all information to Devika as more events come in.
		1. Karen Hamilton also identified that statewide events need publicity to encourage people to attend the celebrations.
	3. Devika to create media kit page for easy downloads for events around July 26, 2015.

**AGENDA TOPIC**

1. **Raleigh celebration**
	* 1. **Location:**
			+ Current best thinking: O’Neill Communications checked out and evaluated venues in Downtown Raleigh, and our current recommendation is Marbles Children’s Museum.
				1. Great appeal to families
				2. Already a big supporter of disability community and accessible
				3. Many events from partners, self advocates and more have been held there.
		2. **Funding**
			+ To make this event a success, we need to raise $20,000.
				1. How we can leverage partners, agencies, MCOs, businesses and more to sponsor the event?

What organizations should be contacted and who will contact (best relationship)?

* + - * 1. Finalize location no later than June 12, 2015.

**MINUTES**

1. O’Neill recommends Marbles Kids Museum- approved by committee
2. Call for funding - $20,000 to run whole event
	1. The following groups were mentioned and names in parentheses are those taking the lead in reaching out for securing funding.
		1. Kerr Family Foundation (donors to Marbles; check in with them)
		2. First in Families Wake County Chapter Staff – Raleigh (Betsy)
		3. Triangle Community Foundation (Tonya, Betsy, Steve Strom)
		4. North Carolina Community Foundation (Steve Strom)
		5. Duke Energy (Steve Strom)
		6. Community Inclusion Project (Tonya)
		7. Alliance Behavioral Healthcare (Steve Strom)
		8. Vocational Rehabilitation (Devika)
		9. NCSILC Board (Karen Hamilton)
3. Devika to send budget line items.
4. **Call to action**
	* 1. Seek sponsors to fund the event/celebration.
		2. Promote local events throughout the State within local networks through social media and email lists

**NEXT CALL: June 3, 2015 at 3 p.m.**