

Draft

State Rehabilitation Council (SRC)
Bylaws Review Ad Hoc Meeting Minutes

April 27, 2026

Attendance

Members Present

David Carey
Janette Lopez
Adam Robson
Lisa Livesay

Members Absent

Staff Present

Lindsey Powers

Guests Present

Minutes

Call to Order

David Carey called the meeting to order at 12:35 pm. Introductions were made, and a quorum was present.

Roll Call

Members introduced themselves, and a quorum was established.

Call to the Public

A call to the public was made with no response forthcoming.

Approval of Meeting Minutes

Janette Lopez motioned to approve the meeting minutes from the March 24, 2026 meeting. Lisa Livesay seconded the motion. The motion was approved by unanimous voice vote.

SRC Bylaws Review Discussion

Lisa Livesay stated that she added some clarification regarding the Duties and Responsibilities section and how the SRC coordinated with other councils. Janette Lopez noted the National Coalition of State Rehabilitation Councils (NCSRC) recently discussed how the Statewide Independent Living Councils (SILC) interacted with SRCs also. Lisa Livesay stated the current SRC bylaws also did not specify “public forums”. Janette Lopez stated the SRC Blue Book mentioned public forums but it did not specify what the meetings were either. Lisa Livesay stated the verbiage regarding council funds was also unclear and noted the language could be clarified. Janette Lopez stated the council could look at some other states’ bylaws to see if a council budget was addressed. Janette Lopez noted that each state did things differently, but the council could review the SRC Blue Book for any clarifying language or documentation for a council budget.

Lisa Livesay stated the Committee Chairs could be changed to Committee Leads to not be confused with the Council Chair title. Adam Robson suggested that 2 of the items under the Officers and Duties be combined and other items could be reordered. Adam Robson inquired whether other committees should be developed to perform certain duties such as reviewing the bylaws annually. Lisa Livesay noted the Committee section should not get too specific in case the council was low in numbers, and it would be difficult to perform certain duties. David Carey suggested an item be included to indicate that a Committee Chair could designate another member to serve as the Committee Chair as needed if the Chair was unable to attend a meeting. Lisa Livesay stated that because the term “Committee Chair” was used often in the bylaws, the term could remain so as not to confuse the council.

Adam Robson inquired whether the Ad Hoc Committee would be reviewing the SRC New Member Manual also or whether another committee would do that. Janette Lopez suggested the Executive Committee discuss potentially developing additional committees for tasks such as bylaws review and/or member manual review. Ms. Lopez suggested that when the member manual was reviewed, that the SRC Blue and Yellow Books be added as references. Lindsey Powers stated that she could compile the Ad Hoc Committee members’ suggested changes to the draft bylaws to be shared with the Full Council for the members to review.

Agenda and Next Date of Meeting

The next SRC Bylaws Review Ad Hoc Committee meeting is TBD.

Adjournment

Adam Robson motioned to adjourn the meeting. Janette Lopez seconded the motion. The meeting was adjourned at 1:55 p.m.