

disABILITYsa is a 501(c)(3) nonprofit, charitable organization formed to educate, advance and engage individuals with disabilities by sharing information, creating opportunities and strengthening organizations that serve them.

EIN: 81-4443195

Board of Directors

Jane Paccione, Interim Chair
San Antonio Area Foundation

Ryan Markmann, Secretary
Transitions Teacher, NISD

Sandy Liwang, Treasurer
Alcoa Electronic & Electrical Solutions

Pamela Kelly, Past Chair
(RET) Executive Director, RMI

Issac Shamas
Linebarger Goggan Blair & Sampson

Albert Sawyer
X8, LLC

Leadership

Melanie Cawthon
Executive Director

Dear Prospective Board Member:

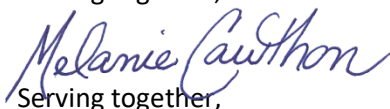
Enclosed you will find our board interest packet (Board Handout, Board Interest Form, Bylaws, Board Agreement for Review, Organizational Overview and Board Matrix). Once you're able to complete, please submit this information back to the members of the governance committee and myself along with your Resume or Vita.

BOARD SELECTION PROCESS:

1. Interested individuals will submit a Board Interest form, Matrix, and Resume for review. An email with these attachments should be sent to ***Governance@disabilitysa.org***.
2. A meeting will be scheduled between each board prospect and one or more members of the governance committee.
3. The Governance committee will meet and discuss the match between board candidate, board diversity/skill set needs, and the organization's needs.
4. Candidate will work with Governance Committee to assess organizational engagement and develop a plan toward board service.
5. At the completion of any pre-engagement requirements, the candidate will be invited to attend a board meeting.
6. Member of the governance committee will follow up with the candidate and confirm the interest for serving on the board or on a board committee.
7. Board will vote on the invitation to join the board at the following meeting or the board chair will confirm the appointment onto a board committee.
8. A complete board packet will be issued and once completed and returned, board term (or the fulfillment of a vacant term) will begin depending on the timing of the election.

Please let me know if you have any questions. Thank you so much!

Serving together,



Serving together,

Melanie Cawthon, MS, CNP

Co-Founder/Executive Director

disABILITYsa is proud to offer:

AccessAbilityfest



**BYLAWS
OF
disABILITYsa**

**ARTICLE 1
NAME**

The name of the corporation is DISABILITYSA, and it is called the "Corporation" throughout these Bylaws.

**ARTICLE 2
OFFICE**

The principal business office of the Corporation shall be located 5727 W Interstate 10, San Antonio, Texas 78201. The location of such principal office may be changed from time to time by the Directors of the Corporation. *[Amended 04-27-21]*

**ARTICLE 3
ACTIVITIES**

The Corporation's operations shall be confined to the purposes set forth in Article 3 of the Corporation's Certificate of Formation.

3.1 Grants and Programs. The Corporation shall carry out the purposes and programs allowed in its Certificate of Formation by: 1) Sharing information, resources, ideas and support between people with all types of disabilities and the organizations that serve them; 2) Advancing public attitudes, awareness, respect and consideration for success of individuals with disabilities; 3) Strengthening organizations that provide services which benefit people with disabilities and 4) Engaging individuals with disabilities as active participants in their communities.

3.2 Limitations. No portion of the funds, net earnings, or property of the Corporation shall inure to the benefit of any director or officer of the Corporation or to any private individual, and no substantial part of the direct or indirect activities of the Corporation shall consist of carrying on propaganda or otherwise attempting to influence legislation, or participating in or intervening in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

**ARTICLE 4
MEMBERS**

The Corporation shall not have members.

**ARTICLE 5
BOARD OF DIRECTORS**

5.1 Governing Body. The Board of Directors of the Corporation shall be the Corporation's governing body and shall have such powers and authority as shall be

conferred upon the Directors by the Certificate of Formation, the Bylaws, and the general law of the State of Texas.

5.2 Directors. The number of Directors shall be not less than three (3) nor more than nine (9). *[Amended 11-10-20]*

(a) Qualifications and Procedures for Appointment. Directors shall be informed about the charitable purposes and activities of the Corporation and the general charitable interests of the nonprofit and people with disabilities, their family members and caregivers in the area served by the Corporation.

(b) Initial Directors and Successor Directors. The three (3) initial Directors are Cynthia Hamilton, Melanie Cawthon and Kathleen Finck. The Directors and their successors shall nominate and elect all successor individuals who serve as Directors. If any individual serving as a Director dies, resigns, or is unable or unwilling to continue to serve as a Director of the Corporation, the remaining Directors may, but shall not be required to, nominate and elect a successor Director. The three initial Directors and all subsequent Directors shall be established so as to have at least one term expire annually. When a replacement is made for a Director that has vacated, the Director filling the vacancy shall serve the remainder of the term of the Director that was vacated. Each Director shall serve until his or her successor has been elected and assumes the duties of a Director.

(c) Number of Terms. Each director shall serve for a term of 2 years. Directors may serve a total of 3 consecutive 2-year terms and then will be required to roll off the board for a period of 1 year in order to be eligible to return to board service. The term begins on the first day of the fiscal year. *[Amended 02-16-17]*

(d) Disqualified Directors Prohibited. No person shall be appointed or elected to the Board of Directors if the appointment or election would cause the Corporation to be controlled, directly or indirectly, by one or more persons who would be a "disqualified person" with respect to the Corporation if the Corporation were a private foundation. As used in this subsection 5.2(d), the term "disqualified person" shall have the same meaning as used in § 4946(a) of the Internal Revenue Code except that the term shall not include "foundation managers" as defined in § 4946(b) of the Internal Revenue Code or one or more organizations described in paragraph (1) or (2) of § 509(a) of the Internal Revenue Code; the term "private foundation" shall have the same meaning as used in § 509(a) of the Internal Revenue Code; and references to "Internal Revenue Code" mean the Internal Revenue Code of 1986, as amended, and corresponding provisions of subsequently enacted federal Internal Revenue Codes.

5.3 Resignation. The Board of Directors may accept the resignation of any Director which is submitted, either in writing or orally, to any meeting of the Board.

5.4 Removal. Any Director may be removed at any time, with or without cause, by majority vote of the remaining Directors.

5.5 Committees. The Board of Directors, by majority vote of the Board, may designate and appoint, change or dissolve one (1) or more standing or ad hoc committees to advise the Board.

5.6 Conflicts of Interest. A Director or Officer with a financial or personal interest in any matter coming before the board of directors, the affected person shall a) fully disclose the nature of the interest and b) withdraw from discussion, lobbying, and voting on the matter. Any transaction or vote involving a potential conflict of interest shall be approved only when a majority of disinterested Directors determine that it is in the best interest of the Corporation to do so. The minutes of meetings at which such votes are taken shall record such disclosure, abstention and rationale for approval.

ARTICLE 6

MEETINGS OF THE BOARD OF DIRECTORS

6.1 Number, Date and Place. The Corporation shall hold at least one regular meeting of the Board of Directors in each calendar year. Special meetings of the Board of Directors may be called by the President or by at least one-third (1/3) of the Directors then holding office. All regular and special meetings of the Board shall be held in San Antonio, Texas, at the principal office of disABILITYsa. The President and/or Directors calling any meeting shall designate the date, time and place of the meeting in the meeting notice. *[Amended 04-27-21]*

6.2 Notice. Notice of all meetings of the Board of Directors of the Corporation, stating the date, time and place of such meeting, shall be given by any officer of the Corporation by mailing, emailing or texting the notice to each Director at his or her address as it appears on the records of the Corporation. Notice of regular meetings shall be given at least ten (10) days' prior to the date of the meeting. Notice of special meetings shall be given at least five (5) days' prior to the date of the meeting. Notice of a special meeting to be held as a telephone meeting shall be given at least three (3) business days' prior to the meeting. In the event that an urgent decision needs to be made, an emergency meeting may be held in order to make decisions to meet a deadline. A board meeting shall be held three days after the emergency meeting to either ratify or condemn the decision of the emergency meeting. There may only be one emergency meeting called until the capability to hold an emergency meeting is renewed. To renew the emergency meeting capability, a board meeting composed of 3/4ths of the board must approve renewal of the ability to hold an emergency meeting. No notice need be given to any Director from whom a written waiver of notice has been received. *[Amended 04-27-21]*

6.3 Quorum. A quorum of the Board of Directors shall be a majority of the Board of Directors.

6.4 Action by Directors Without a Meeting.

(a) Unanimous Written Consent. Any action required or permitted to be taken at a meeting of the Board of Directors or committee of the Corporation may be taken without a meeting if a consent in writing, setting forth the action to be taken, is signed by all Directors or committee members entitled to vote. The writing may be electronic.

(b) Non-Unanimous Written Consent.

(i) Board Action. Any action that may be taken at a meeting of the Board of Directors of the Corporation may be taken without a meeting as permitted by Section 22.220 of the Texas Business Organizations Code if a consent in writing, setting forth the action to be taken, is signed by a majority of Directors and the individuals who consent to the action constitute a sufficient number of the Board of Directors as would be necessary to take that action at a meeting at which all of the Directors were present and voted.

(ii) Committee Action. Any action that may be taken at a meeting of a committee of the Corporation may be taken without a meeting if a consent in writing, setting forth the action to be taken, is signed by a majority of the committee members.

(iii) Procedures. The written consent for action by the Board or committee must state the date of each director's or committee member's signature. The written consent of the directors or committee must be delivered to the Corporation no later than the sixtieth (60th) day after the date of the earliest dated consent. The written consent shall be delivered to the Corporation:

- (1) at the Corporation's registered office or principal place of business; or
- (2) to the officer or agent of the Corporation who has custody of the books in which proceedings of meetings of directors or committees are recorded.

Delivery of the consent to the location or individual described in the preceding sentence must be by hand, by postal mail, or by electronic mail. Postal or hand delivery must be addressed to the Corporation's President or principal executive officer at the corporation's address. Notice of the actions shall be given promptly by the President, by the Secretary, or by the principal executive officer of the Corporation to each director or committee member who did not consent in writing to the action.

6.5 Meetings by Electronic Communication. Subject to the provisions of these Bylaws for notice of meetings, members of the Board of Directors of the Corporation and members of any committee designated by the Board may participate in and hold a

meeting of the members of the board or committee by means of conference telephone, video, or other remote electronic communication systems equipment by means of which all persons entitled to participate in the meeting can hear and communicate concurrently with each other. Participation in a meeting pursuant to this Section 6.5 shall constitute presence in person at such meeting, except for a person who participates in the meeting for the express purpose of objecting to the meeting being held by means of such system or objecting to transaction of any business on the ground that the meeting is not properly called or convened.

6.6 Compensation. Directors of the Corporation shall perform the normal duties associated with their respective offices without compensation. Directors who perform special or extraordinary services for the Corporation may be compensated for such services if, and only if, two-thirds (2/3rd) of all of the Directors then holding office (excluding for this purpose any Director who is also an officer and whose compensation is to be established) determine, before such services are performed, that the services are extraordinary or special in scope and also establish, before the services are performed, the amount to be paid to the Director for the full and proper performance of such services. A Director whose compensation is to be considered shall not be present for the discussion of such issue or vote on such issue.

ARTICLE 7 **OFFICERS**

7.1 Officers. The officers of the Corporation shall be a President, a Vice President, a Secretary and a Treasurer. The Board of Directors may also appoint one or more Assistant Secretaries and one or more Assistant Treasurers. Any person may hold more than one office provided that the duties thereof can be consistently performed by the same person except that no one person shall at the same time hold the two offices of President and Vice President or the two offices of President and Secretary. Officers are not required to be members of the Board of Directors.

7.2 Election. The officers shall be elected by the Directors of the Corporation at each annual meeting of the Board of Directors and shall hold office for one year and until their successors have been elected and have qualified.

7.3 Removal. Any officer may be removed at any time, with or without cause, by resolution of the Directors of the Corporation at any meeting of the Board.

7.4 President. The President shall preside at all meetings of the Board of Directors. The President shall be the chief executive officer of the Corporation, shall have the power and duty to perform all of the duties commonly incident to such office, and shall have the power and responsibility to perform other duties as the Board of Directors shall designate from time to time. The board President shall hold office for a period of two years; which may result in an extension of the maximum number of years served by one year when accepting the position in the sixth consecutive year of service.

7.5 Vice President. The Vice President shall be vested with all of the powers and shall perform all of the duties of the President in case of the absence or disability of the President, and shall have such other powers and perform such other duties as the Board of Directors shall designate from time to time.

7.6 Secretary. The Secretary shall keep or cause to be kept accurate minutes of all meetings of the Board of Directors, shall perform or cause the performance of all the duties commonly incident to such office, and shall perform or cause the performance of such other duties and have such other powers as the Board of Directors shall designate from time to time.

7.7 Treasurer. The Treasurer shall keep or cause to be kept full and accurate records of all receipts and disbursements in the financial books of the Corporation and shall perform or cause the performance of such other duties concerning the collection, custody and disbursement of the funds and other property of the Corporation as the Board of Directors may assign. If required by the Directors, the Treasurer shall give to the Corporation a bond in a sum determined by the Directors, conditioned upon the faithful performance of his or her duties and for the restoration to the Corporation in case of the Treasurer's death, resignation, retirement or removal from office, of all books, papers, vouchers, or other property of any kind whatsoever in his or her possession or control belonging to the Corporation.

7.8 Vacancy. If any office shall become vacant by reason of death, resignation, removal or otherwise, the Board of Directors shall appoint a successor or successors for the unexpired term or terms.

7.9 Compensation. Officers of the Corporation shall perform the normal duties associated with their respective offices without compensation. Officers who perform special or extraordinary services for the Corporation may be compensated for such services if, and only if, two thirds (2/3rd) of all of the Directors then holding office (excluding for this purpose any Director who is also an officer and whose compensation is to be established) determine, before such services are performed, that the services are extraordinary or special in scope and also establish, before the services are performed, the amount to be paid to the officer for the full and proper performance of such services. A Director whose compensation as an officer is to be considered shall not be present for the discussion of such issue or vote on such issue.

7.10 Delegation of Powers. In the event of the absence or disability of any officer of the Corporation, the Board of Directors may delegate his or her powers and duties for the time being to any other officer or officers.

ARTICLE 8

INDEMNIFICATION

8.1 Extent of Indemnification. To the greatest extent then permitted by Chapter 8 of the Texas Business Organizations Code and other applicable law, the Corporation shall

indemnify and advance reasonable, actually incurred expenses to any governing or former governing person of the Corporation with respect to any proceeding in which the person was, is, or is threatened to be made a respondent because the person is or was a governing person of the Corporation. A "governing person" shall include any person who is serving or has served as a Director, officer or committee member of the Corporation, as a delegate or representative of the Corporation, or in any other capacity described in Section 1.002(35A), 1.002(37), or 8.001(4) of the Texas Business Organizations Code. Indemnification as provided in this Article 8 shall inure to the benefit of the heirs, executors, and administrators of any person who held a position described in this section.

8.2 Other Remedies. Indemnification provided in this Article 8 shall not be exclusive of any other rights to which a person who held a position identified in Section 8.1 may be entitled by law, agreement, vote of disinterested Directors, or otherwise.

8.3 Insurance. The Corporation may purchase and maintain insurance on behalf of any person (or may reimburse any such person for the reasonable and necessary cost of obtaining and maintaining personal insurance) against any liability which may be incurred by him or by her arising out of his or her status as a Director, officer, committee member, employee, delegate, or governing person of the Corporation, whether or not the Corporation would have the power to indemnify him or her against any such liability in Section 8.1.

ARTICLE 9
NONDISCRIMINATION POLICY

The Corporation shall not tolerate discrimination on the basis of race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, age (40 or older), disability and genetic information (including family medical history). *[Amended 04-27-21]*

ARTICLE 10
FISCAL YEAR

The fiscal year of the Corporation shall end on December 31 of each year.

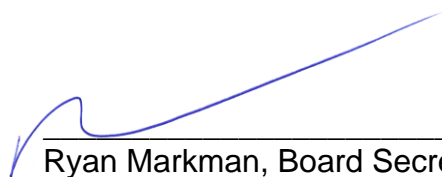
ARTICLE 11
PARLIAMENTARY PROCEDURE

All meetings of the Board of Directors and any committee shall be conducted, upon request of any participant, pursuant to the parliamentary authority provided in the most recent revision of "Robert's Rules of Order."

ARTICLE 12 **AMENDMENTS**

These Bylaws may be amended at any meeting of the Board of Directors, provided that notice of the proposed amendment or amendments shall have been given in the notice of such meeting. Amendments of the Bylaws shall require the affirmative vote of a majority of the Directors present. Notice of proposed amendments shall be given to the Directors at least ten (10) days' prior to the meeting.

ADOPTED by the Board of Directors on October 27th, 2016. AMENDED by the Board of Directors on April 27th, 2021.



Ryan Markman, Board Secretary

REVISION HISTORY

Version	Change	Author	Date of Change
Version 4	Principal Location and Org Address, Board Meeting Notifications, Board President Term; Discrimination Statement	Melanie R Cawthon	04-27-2021
Version 3	Reduce # of directors from 15 to 9.	Melanie R Cawthon	11-10-2020
Version 2	Term Limits applied	Melanie R Cawthon	02-16-2017
Version 1	Document Creation	Melanie R. Cawthon	10-27-2016



BOARD MEMBER AGREEMENT

The mission of disABILITYsa is to education, advance and engage individuals with disabilities by sharing information, creating opportunities and strengthening the organizations that serve them. When you agree to serve on the disABILITYsa Board of Directors, you have made a commitment to join a very special, dedicated group of community volunteer leaders.

As a board member of disABILITYsa, I am fully committed and dedicated to the mission and have pledged to carry out this mission. I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I understand that my duties and responsibilities include the following:

RESPONSIBILITIES OF A DISABILITYSA BOARD MEMBER

Be Engaged:

- Learn about disABILITYsa, read financial reports and other disABILITYsa documents, and keep up-to-date on disABILITYsa programs, finances, and management.
- Effectively articulate the mission, purpose, goals, policies, and programs of disABILITYsa.
- Participate actively in assessing disABILITYsa's performance and setting its strategic goals and objectives.

Act as an Advocate:

- Attend disABILITYsa events.
- Represent disABILITYsa to the community.
- Engage in social media activity for disABILITYsa.
- Invite disABILITYsa staff to speak at group meetings I attend — religious, professional associations, service groups.
- Take opportunities to interact in programs so I can develop personal stories to share about the impact of disABILITYsa in the community.

Be Committed:

- Serve a two-year term.
- Attend at least 75% of all board meetings and committee meetings and participate in all such meetings, using fair, independent judgment and due care in conducting the business of disABILITYsa.
- Commit time, thought, and effort to disABILITYsa.
- Participate in establishing and enforcing organizational policies.
- Chair and/or participate in at least two board committees.
- Identify and introduce friends and associates who might be prospective donors or board members.

Be Fiscally Responsible:

- Accept fiscal responsibility, along with other board members, for disABILITYsa. I will know what our budget is and take an active part in reviewing, approving, and monitoring the budget and fundraising to meet it.
- Make a meaningful annual financial contribution according to personal means and seek financial support from others for disABILITYsa.
- Act to preserve the investment of time and money made by all the donors and volunteers to the organization.
- I will not stay silent if I have questions or concerns.



BOARD MEMBER AGREEMENT

Be Legally Responsible:

- Accept legal responsibility, along with other board members, for disABILITYsa. I am responsible to know and oversee the implementation of policies and programs.
- Participate in hiring and periodic evaluation of disABILITYsa's chief executive.
- Support and advise the chief executive as appropriate.
- Avoid conflicts of interest and excuse myself from discussions and votes where I have a conflict.
- Maintain confidentiality of all disABILITYsa matters.
- I will not stay silent if I have questions or concerns.

RESPONSIBILITIES OF DISABILITYSA TO ITS BOARD MEMBERS

In its turn, disABILITYsa is responsible to each board member in a number of ways:

- disABILITYsa will send, without request, regular financial reports that allow board members to review disABILITYsa's financial position.
- Board members can call on the Executive Director to discuss program and policy, goals, and objectives.
- The Executive Director and other board members will respond in a straightforward and thorough fashion to any questions a board member has that are necessary to carry out their fiscal, legal, or moral responsibilities to this organization.
- disABILITYsa will help board members perform duties by keeping them informed about issues in the industry and field in which they are working and by offering opportunities for professional development as a board member.
- D&O insurance will be provided.



BOARD OF DIRECTORS OVERVIEW

GENERAL INFORMATION

Name of Organization: disABILITYsa

Founding Date: disABILITYsa.org was established in July, 2007 under the umbrella of Mission Road Ministries, incorporated in 2009 and dissolved in 2010, but continued to operate under the umbrellas of Arc of San Antonio and later Reaching Maximum Independence, Inc. until October 31st, 2016 when incorporating as disABILITYsa, an independent 501(c)(3) organization, and filing for tax exemption status with the IRS in December, 2016. Status was awarded on March 14, 2017.

Main Contact: Melanie Cawthon, Executive Director, mcawthon@disabilitysa.org, 210-704-7262

Board Chair: Jane Paccione, boardchair@disabilitysa.org

Physical Location: 5727 W Interstate 10, San Antonio, Texas 78201 | **Mailing Address:** P.O. Box 28243, San Antonio, Texas 78228-0243

Website(s): <http://www.disabilitysa.org>
FiestaEspecial.org | AccessAbilityfest.org | abilitystrongparade.org | disABILITYsaCreativeServices.com

Identifying Numbers: EIN: 81-4443195 | TFN: 0802580149 | DUNS: 080826422

GENERAL INFORMATION

Mission: To educate, advance, and engage individuals with disabilities by building connections, exchanging information, creating opportunities, and strengthening our disability community in the greater San Antonio area.

Vision: To make San Antonio is the #1 community where people with disabilities want to live, learn, work, and play.

Core Values: Respect, Integrity, Diversity, Abundance, and Resolve

Principle Area of Service: Disability Support Services

Type of Board: Working/Governing Board

CURRENT BOARD INITIATIVES

1. Build board
2. Strategic Planning
3. Develop a Culture of Giving

CURRENT ORGANIZATIONAL INITIATIVES

1. Grow Individual and Corporate Donor base
2. Revamp and Grow Membership Program
3. Launch New Programs:
Portable Inclusion Unit Programs (MCU, Sensory Bags, Sensory Escape Room), Service & Leadership Program, Participatory Research Training Program, & Disability-friendly Health Provider Recognition Program

BOARD GOVERNANCE

Board Size: The number of Directors shall be not less than three (3) nor more than nine (9).

Number of meetings annually: 4

Term-limits: Each director shall serve for a term of 3 years. Directors may serve a total of 2 consecutive 3 year terms and then will be required to roll off the board for a period of 1 year in order to be eligible to return to board service. The regular full-term begins on the first day of the fiscal year.



BOARD OF DIRECTORS OVERVIEW

Meeting Times: 6:00pm – 7:30pm on Tuesday, February 28th and August 15th and from 8am – 1pm on Saturday, June 3rd and November 18th.

BOARD RECRUITMENT AREAS:

Skills, Knowledge or Abilities:

1. Finance, HR, Funding Connections, Governance
2. Marketing, Advocacy/Policy
3. Diversity in gender and ethnicity
4. Individuals who have a disability or care for a person with a disability

Number of Open Positions to fill in the next 3 months: 4

Term End 12/2023			Term End 12/2024			Term End 12/2025		
Filled	Filled	Filled	Filled	Filled	Filled	Vacant	Vacant	Vacant

Board Expectations: Regular attendance, active participation, service on at least two committees, annual meaningful contribution, participation in engagement programs, community representation and introductions.

BOARD COMMITTEES (4 Active / 1 Inactive)

Governance & Board Development:

meets bi-monthly

Advancement: meets monthly

Mission: currently inactive

Finance: meets monthly

Fund Development: meets monthly

STAFF COMPOSITION

disABILITYsa currently employs 6 paid staff positions and has 4 full-time, 2 part-time, and 2-3 PRN.

Volunteers: 600+ one-time program volunteers and 35 long-term committee and special project volunteers.

FINANCES

Fiscal Year: January – December | **Annual Budget:** \$500,000

% of Budget in Fundraising Revenue: 92%

FUNDRAISING

Platforms: Online, Individual, Corporate Sponsorships, Annual Event, Champions Fore Charity, CFC/SAMA/SECC, and Foundations/Grants

Board Expectations: 100% Board giving participation, Committee Participation (2), Community introductions, Corporate engagement and Crowd-source/Social Media participation.

ONBOARDING

Board Committee & Planning Team Service: Individuals are welcome and encouraged to engage with disABILITYsa by serving on a board committee, event committee or program planning team prior to being considered and elected onto the Board of Directors.

Board Service: Individuals who have engaged in the organization and our programs and are interested in serving in a leadership capacity for the organization to leverage support and capacity from the community are invited to submit a board interest packet for consideration by the standing Governance Committee.



BOARD OF DIRECTORS INTEREST FORM

Name _____

Professional Title/Occupation & Employer

Title Employer

disABILITYsa would would not be one of my top 3 causes during my board term.

Please check those areas in which you have relationships and access:

- Access: Community Leaders & Groups
- Access: Meeting Space
- Access: Foundation Trustees
- Access: People of Legislative Influence
- Access: High School Transition Programs
- Access: Wealth
- Access: Special Education
- Access: Philanthropic Corporation(s)
- Access: Media
- Access: Volunteers/ Committee Members
- Other (Specify): _____

*Please take a moment to list information on your background, education, occupation, family, volunteer, community and church activities, interests and any other relevant information that you are willing to share:

Reason you would like to serve on the disABILITYsa Board of Directors:

List the skill sets you have that you would like to see utilized during your service on the disABILITYsa board:

Board/Committee/Volunteer/Community/Church Activities:



The mission of disABILITYsa is to educate, advance, and engage individuals with disabilities by sharing information, creating opportunities, and strengthening the organizations that serve them.

MISSION / VISION / VALUES

VISION STATEMENT

Together, we will work to make San Antonio the #1 community where individuals with disabilities want to live, work, and play.

MISSION STATEMENT

The mission of disABILITYsa is to educate, advance, and engage individuals with disabilities by sharing information, creating opportunities, and strengthening the organizations that serve them.

PURPOSE STATEMENT

disABILITYsa connects people with all types of disabilities and their support networks to local resources, programs, and opportunities that promote independence and create opportunities surpassing the practice of inclusion toward a community of belonging.

PILLARS OF SERVICE

- **Educate** by sharing information, resources, ideas and support between people with all types of disabilities and the organizations that serve them.
- **Advance** public attitudes, awareness, respect and consideration for success of individuals with disabilities.
- **Engage** individuals with disabilities as active participants in their communities.
- **Strengthen** organizations that provide services which benefit people with disabilities.

CORE VALUES

- **Dignity**: respecting the inherent value and worth of each person
- **Respect**: an act of giving particular attention and consideration
- **Integrity**: firm adherence to a code of values
- **Diversity**: the condition of having or being composed of differing elements or qualities
- **Abundance**: relative degree of plentifulness
- **Resolve**: to deal with successfully; to find an answer to

PROGRAM DESCRIPTIONS

EDUCATE

DISABILITYSA.ORG, COMMUNITY CALENDAR & SOCIAL MEDIA PLATFORMS are utilized as a collaborative online space for sharing information, resources, ideas, and support between people with all types of disabilities; highlighting organizations and businesses that provide these services; and advancing public awareness, respect, and consideration for people with disabilities. Since going live in 2007, disABILITYsa has given over 16,000 unique visitors, followers, and fans access to useful information about programs, services, legislation, and “Real People” stories that impact individuals with all types of disabilities in San Antonio and surrounding communities.

ACCESSABILITY FEST is a gateway to information, resources, and opportunities for individuals working to overcome barriers caused by physical, cognitive, sensory, and mental health challenges. AccessAbility Fest connects over 4,500 individuals to resources each year and creates opportunities for disability service organizations to collaborate, make referrals and provide more comprehensive services. This program is held in high traffic venues to raise awareness about the value, successes, and potential of people with disabilities among the general public.

INTERNSHIP PROGRAM offers college students the opportunity to learn, not only skill sets in the areas of accounting, program management, communications, and community advancement, but about disability, the barriers people living with disabilities face, and the need for reframing disability and amplifying the voices of those living with disabilities in our local community.

ENGAGE

FIESTA ESPECIAL® creates inclusive and educational opportunities for individuals with disabilities to engage fully in the culture, diversity, and celebrations of Fiesta®. The Fiesta Especial® program is a unique combination of Fiesta® experiences for children, adults and families of all abilities. It is an inclusive and educational experience that attracts special education classes, group homes and day programs from San Antonio and surround communities.

FIESTA ESPECIAL® CELEBRATION DAY program creates inclusive and educational experiences engaging individuals with disabilities in the Fiesta® experience through Community-Based Instruction (CBI). A CBI is an effective instructional method for teaching, in real-life settings and under the supervision of educators, the skills that students will need for functional daily living as productive adults. Community-Based Instruction (CBI) is a critical component of the educational program for these students, primarily because, as adults, the community is where they will need to use the skills they acquire during their school years. This program offers life skills and critical skills development for each participant. This program is unlike any other in that special accommodations are made for the attendees who participate to include an onsite Registered Nurse, onsite EMT Standby Unit, adult diaper changing stations, private tents for tube feeding needs, accessible games and more. Academic, communication, and social skills are incorporated in this CBI which may include advocating for oneself, making a purchase, utilizing public transportation, attending a community event, ordering food and practicing vocational skills.

FIESTA ESPECIAL® ROYAL COURT is a community engagement program of disABILITYsa providing a platform for Leadership and Life Skills Development for individuals who are ten (10) years of age and older. Participants work to develop the following Life Skills while representing the leadership and contributions individuals with disabilities make in the San Antonio Community in the areas of Social Skills, Leadership Development, Problem Solving Skills, Communication Skills, and a few other life skills including planning, community awareness, advocating, and decision making. This opportunity enables individuals with disabilities to participate in one of the long-standing traditions of San

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Antonio...Fiesta®, San Antonio's Party with a Purpose. The Fiesta Especial® Royal Court represents the community of individuals with disabilities at various Fiesta® events and activities while bringing awareness to one more segment of the beautiful canvas of people that make San Antonio a wonderful place to live, work and play.

FIESTA ESPECIAL® INCLUSION 5K & PARADE is an opportunity for everyone in the family! No matter how you move forward... running, walking, or rolling, this is an inclusive experience for all. With a running division, walking division and 8 competitive adaptive divisions, this race is a colorful array of the diversity of our community as we engage in Fiesta... our community's biggest celebration of heritage, culture, and diversity. The Inclusion 5K and 1-Mile Dash are followed by a beautiful display of color, excitement, and festivities with the Fiesta Especial Parade which features the reigning Fiesta Especial Royal Court followed by organizations and business that support the local disability community.

MOBILE CHANGING UNIT (MCU) is an accessible toileting facility completely outfitted with a power hoist/hoyer lift for easier transfers, height adjustable universal changing table, handheld showerhead, ADA toilet, handlebars, and sink. The MCU will be staffed by trained Direct Support Professional who will supervise its use, ensure cleanliness and safety, and offer assistance as needed on site. The MCU will be utilized at disABILITYsa events and be available for hire by agencies to ensure fully accessible options at their events. We will create a webpage, develop educational marketing materials, and present demonstrations at trade shows and community resource events to promote use of the MCU and advance public understanding of barriers face by those with disabilities in our community.

STRENGTHEN

FOOD FOR THOUGHT provides Webinars, workshops, panels and presentations on a variety of topics impacting businesses and organizations that serve individuals with disabilities.

CULTIVATING COMMUNITY RESILIENCY creates a platform and a space for like-minded organizations and partners to convene - collectively come together - in a practice of learning, sharing, and consolidating information around and in support of the disability community as a whole. Initiatives have included COVID Recovery & Resiliency, Policing Service Review, SA Digital Equity Plan, Visitability in San Antonio, etc.

PARTNERS IN THE DISABILITY VOTE The Disability Vote includes people living with a disability, family members and friends, advocates, educators, professionals, providers, bureaucrats, and supporters. The disability community has a major stake in the outcome of elections. Issues important to people with disabilities must be part of the conversations and barriers to the election process must be resolved. disABILITYsa is calling on those who make up The Disability Vote to come together collectively with 3 objectives: 1) Make information about candidates, issues, and elections accessible to everyone; 2) Get people who make up The Disability Vote registered to vote; and 3) Remove barriers and create more equitable access to the polls.

CREATIVE SERVICES offers marketing design, layout and printing services for nonprofit organizations serving children and adults living with a disability in the San Antonio community. By doing so, we are able to help fulfill the mission of disABILITYsa to strengthen the nonprofit organizations that serve individuals living with a disability in San Antonio.

ADVANCE

THE CONVERSATION 360° creates an open and safe platform for an interactive dialog on the issues individuals living with a disability in San Antonio face that create barriers to inclusion, independence, and a superior quality of life. This discussion creates a dialog for improvement, identifying ways in which the San Antonio community can take action toward filling the gaps, creating awareness, advancing public attitudes, and creating a community of inclusion for all residents.

THE ABILITYSTRONG PARADE is a public expression of the belief that disability is a natural and beautiful part of human diversity in which people living with disabilities can take pride. Held on the streets of downtown San Antonio, where many parades have taken place, this event demonstrates our efforts to “develop a whole community of people with disabilities and allies who are proud to be who we are, who do not see ourselves as victims, who expect more from ourselves and those within our community, and who are committed to building an inclusive community that recognizes the dignity, humanity, and worth of all people.”

AMPLIFY THE DISABILITY VOICE disABILITYsa's leadership serves on local committees to enact change in policies and practices improving the quality of life for all those living with a disability in the region:

- City of San Antonio Disability Access Advisory Committee, District 7 Appointee
- Bexar County Technical Advisory Committee for Persons with Disabilities, Precinct 2 Appointee
- Successfully Aging and Living in San Antonio Collective Impact: Transportation & Housing Workgroups
- ALL (Autism Lifeline Links) Collective, Public Policy & Advocacy Workgroup
- COSA Housing Commission Community Engagement & Outreach Committee Appointee
- SA Digital Connects Advisory Committee
- City of San Antonio Vaccine Implementation Committee
- Strategic Housing Implementation Plan (SHIP) Residents & Community Advocates Stakeholder Forum
- League of Women Voters, Disability Outreach Committee Chair
- Texas A&M University San Antonio College of Education and Human Dev. College Advisory Council
- Fiesta® San Antonio Commission, Elected Commissioner

SERVICE & LEADERSHIP FELLOWS ACADEMY identifies opportunities and provides training for individuals with disabilities who are interested in serving the San Antonio community by engaging in volunteerism, service on nonprofit boards, and participation in strategic conversations about the future of our community. A new program to be implemented in 2022, disABILITYsa developed LADEI to further our goal to build inclusion in the San Antonio community by creating a platform for advancement of people, living with disabilities and other disability advocates, into leadership positions that influence change in the decision making, planning, and visioning processes for the future of the Greater San Antonio area. By opening the class to both individuals with and without disabilities, we work to build alliances to advocate for change in outdated perceptions of disability and to develop policies and practices that empower people with disabilities and their families, friends, and caregivers to fully participate in daily community life. The graduating cohorts identify three specific platform issues impacting local legislation and move into action to advocate. Participants are encouraged to record and report their continued leadership and advocacy activities, using a matrix that emphasizes what was learned in the program.

Community-based Participatory Research (CBPR) is a partnership approach to research that equitably involves community members, organizational representatives, and academic researchers in all aspects of the research process. It enables all partners to contribute their expertise, with shared responsibility and ownership; it enhances the understanding of a given phenomenon; and, it integrates the knowledge gained with action to improve the health and well-being of community members, such as through interventions and policy change (Israel, Schulz, Parker, and Becker, 1998). While every CBPR project may not involve an intervention, there is a commitment to feeding back the data, jointly interpreting the data, disseminating the data, and translating the data into interventions and/or policy.

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BOARD INTEREST PRE-ENGAGEMENT PREFERENCE FORM

Name

Date

* Please indicate the area in which you would like to begin or continue your engagement with disABILITYsa as your application for board leadership is being considered and return to: **Melanie Cawthon | disABILITYsa | P.O. Box 28243 | San Antonio, Texas 78228 | mcawthon@disabilitysa.org**

_____ **BOARD FINANCE COMMITTEE:** *Selected by the Board Chairman to review and recommend the annual budget to the Board of Directors for approval. Furthermore, to review the budget performance on a monthly basis, to appoint the Agency auditor, to act on recommendations of the committee, staff, and the auditor in an effective and financially prudent manner, and make required financial reports to the Board of Directors. This committee will also review the investment performance regularly, to determine endowment needs and develop strategy, to investigate and recommend planned giving instruments, to participate in donor cultivation when appropriate, and to inform attorneys and estate planners, when appropriate, about disABILITYsa. (2021: Jan4, Feb1, Mar1, Apr5, May3, Jun7, Jul5, Aug2, Sep6, Oct4, Nov1, Dec6 @ 7PM)*

_____ **BOARD FUND DEVELOPMENT COMMITTEE:** *Selected by the Board Chairman to help the Board carry out its due diligence function related to assuring fiscal health through philanthropy and fund development by creating a culture of giving. Partners with staff to institutionalize the philanthropic process within the Board and its individual members, assuring a donor-centered organization. Furthermore, identifies those publics that can support disABILITYsa in achieving its mission and develop positive relationships with those publics. (2021: Jan 25, Mar 22, May 24, July 26, Sept 27, Nov 22 at 6PM)*

_____ **BOARD ADVOCACY COMMITTEE:** *Selected by the Board Chairman to review and recommend preliminary positions and strategies for disABILITYsa's advocacy agenda annually. This committee will work to recruit, train and cultivate advocates and ambassadors to implement disABILITYsa's advocacy agenda using various strategies, serving as the voice of individuals with disabilities before local, state and federal legislators and policy makers. (2021: TBD)*

_____ **ACCESSABILITY FEST/ABILITYSTRONG PARADE PLANNING TEAM:** *The planning committee for AccessAbility Fest is made up of task force teams each working on a component of the event. Task Force teams include: Sponsorship, Logistics, Marketing/PR, Surveys & Data, Volunteer Recruitment & Management, Exhibitor Recruitment, Parade Entry Recruitment & Coordination, abilityMarch Recruitment, Expos & Demonstrations, and Entertainment.*

_____ **SERVICE & LEADERSHIP PLANNING TEAM:** *The Service & Leadership Program (SLP) identifies opportunities and provides training for both individuals living with and without disabilities who are interested in advocating and serving the San Antonio community by engaging in volunteerism, service on nonprofit boards, and participation in strategic conversations about the future the San Antonio community. The Planning Committee develops and implements the curriculum for the Leadership Academy and identifies other opportunities for service and leadership development.*

_____ **CONVERSATION 360° PLANNING TEAM:** *This team determines the topics addressed in bi-monthly conversations around the issues impacting individuals living with disabilities in and around the San Antonio area. This team organizes the logistics for the conversations and recruits discussion facilitators, panelists, and participants to interact, engage, and advance attitudes and understanding around disability.*

_____ **PURSE-U-ABILITY EVENT COMMITTEE:** *This is a group of fabulous go-getters who assist with the planning and production of the annual Purse-u-ability Auction & Bingo Night, a fundraiser for disABILITYsa. All committee members pursue the donation of purses in a variety of categories and break into teams for Sponsorship & Ticket Sales, Bingo, Venue Food & Entertainment, Décor, Volunteer Recruitment & Coordination, Games Activities & Prizes, and Raffle.*

_____ **ABILITREES EVENT COMMITTEE:** *This is a group of fabulous go-getters who assist with the planning and production of the annual ABILITrees...A Festival of Lights, a fundraiser for disABILITYsa. All committee members pursue the donation of Christmas trees & wreaths, and break into teams for Sponsorships & Ticket Sales, Tree Designers, Venue Food & Entertainment, Décor & Set-up, Family Activities, Silent Auction, and Volunteer Recruitment & Coordination.*

Board/Advisory Council Matrix Worksheet

Name: _____

Areas of Expertise/Leadership Qualities	SOME	MODERATE	EXPERTISE
Administration/Management			
Early-stage organizations/start-ups			
Financial oversight			
Fundraising			
Government/Legislative/Policy/Advocacy			
Investment management			
Law			
Leadership skills/motivator			
Marketing, public relations			
Human resources			
Strategic planning			
Understanding of community needs			
Technology			
Other:			
Other:			
Other:			

Resources	
Money to give	
Access to money	
Access to other resources (fnd, corp support)	
Availability for active participation (solicitation visits, grant writing)	

Community Connections (Sphere of Influence)	
Arts	
Corporate	
Construction/Related Services	
Disability Services	
Education	
Energy	
Entertainment	
Faith-Based	
Finance	
Food Service / Catering	
Government / Politics	
Health	
Human Resources	
Legal/Law	
Media / Public Relations	
Medical	
Military	
Nonprofit	
Philanthropy	
Public Speakers / Presenters	
Production (Video)	
Real Estate	
Religious Organizations	
Retail	
Rentals / Venue Space / Meeting Space	
Small Business	
Social Services	
Technology	
Other:	
Other:	
Other:	
Other:	

Disability Info	
Have a disability	
Family member with a disability	
Industry Knowledge	
Physical Disability	
Developmental Disability	
Sensory - Visual Disability	
Sensory - Deaf / Hearing Disability	
Mental Health	
Military	
Elderly	
Other:	
Personal Style	
Good communicator	
Strategist	
Team member	
Visionary	
Age	
Under 18	
19 – 34	
35 – 50	
51 – 65	
65 - 79	
80+	
Gender	
Male	
Female	
Gender Non-Conforming	
Race/Ethnicity	
African American/Black	
Asian	
Caucasian	
Hispanic/Latina(o)	
Middle Eastern or North African	
Native Hawaiian /Pacific Islander	
Other	
Other Diversity Identifiers	
LGBT	
Military - Active	
Military - Retired	
Minority Owned Business	
City Council District	
District 1	
District 2	
District 3	
District 4	
District 5	
District 6	
District 7	
District 8	
District 9	
District 10	
Outside of City Limits	