

Nebraska Blind Licensees Committee Meeting
Hampton Inn
507 Talmadge St.
Kearney, NE
June 11, 2016

Meeting Called To Order by Chair Sandy Alvarado at 10:07 AM.

Board Members in Attendance:

Chair: Sandy Alvarado

Secretary: Ross Pollpeter

Antonio Aguilar

Todd Shumaker

Blind Licensees in attendance:

Tracey Bradley (phone), Wiley Elmshouser, Dave Johnson, Jason
Thompson (phone)

NCBVI Staff in attendance:

Dr. Pearl Van Zandt, Executive Director

Carlos Servan, Deputy Director

Adrienne Moody, Vocational Rehabilitation Technician

Guests:

Patti Lind of Abilities Fund, Aelene Whitehead

Open Meeting Act:

A copy of the Nebraska Open Meeting Act was available. The Notice of the Meeting was published in the Omaha World Herald, NCBVI Website, and NFB Newsline®. The Notice was also sent to the NCBVI List Serve.

APPROVAL OF MINUTES:

Motion was made by Antonio Aguilar to approve the minutes from the last meeting on December 5, 2015 as distributed. Todd Shumaker seconded. Motion passed.

EXECUTIVE REPORT:

Report from Dr. Pearl Van Zandt, Executive Director: (Secretary's note: Below is the report given by Dr. Van Zandt. When comments or questions were made a () will enclose the additional comments/questions.

NBE Report to the Committee June 11, 2016

Update on Department of Roads (DOR) ADA rest area project. Milford has reopened and we have put our machines there. York is complete. All work is done at this point until DOR moves on with continued renovations. Grand Island will be next; closed for sewer work. It is not part of the ADA project. There is no word yet on when they will move further west.

To continue to improve NBE, Carlos and Pearl continue discussions with Administrative Services about the Randolph-Sheppard program, and ways to improve Nebraska statutes. One main topic being discussed includes ways to remove or reduce rent currently being paid on state property. Due to these meetings a letter was sent to us agreeing to remove the rent at the Lincoln State Office Building Café. This will open doors for future state property opportunities.

In regards to that we have recently bid on two contracts for Department of Roads, which are state owned property. We have been awarded the café in their main building. It will be operated with local restaurants catering, like Lincoln SOB; scheduled to open July 5.

Both locations are with zero rent. We will find out about the Vending bid in three Lincoln DOR buildings soon. It would begin in August if we are awarded that new contract.

Tracey Bradley, our newest vendor, has started at the Norfolk post office.

Jason Thompson has started at the Nebraska Historical Society museum's two locations in Lincoln. Jason recently moved to Lincoln to also take over the four post office annexes. So he will have these six locations. NBE team has been doing presentations at NCBVI District Offices to better inform counselors about NBE and how someone can become a licensee.

Several counselors have come to Don with possible prospects.

Remodeling has completed at Immigration in Lincoln, and all of our machines are back in place. Remodeling at Craft State Office Building in North Platte is complete. We are in the process of putting machines back with a no rent agreement.

Another recent opportunity was presented to us by Nebraska Department of Corrections, to operate vending machines in 9 to 11 buildings across the State. Pearl and Carlos met with a person from DOC; Don has made contact with them to schedule tours. We will begin looking at locations and placing machines one building at a time, to add these to the NBE program. We have also been contacted by State Building Division about the potential to operate vending at the Omaha State Office Building. It is likely to be available to us after October 31, 2016.

REPORT FROM THE COMMITTEE CHAIR, Sandy Alvarado:

Carlos and I are working on updating the operator's agreement we all sign when becoming a licensee. Adding what roles the committee will play. I continue to meet with the NBE team to keep our interests and thoughts included in plans that are always in the works.

I am always available to any licensee to help in any way they may need.

Address set aside; leave as is; decrease or increase?

Discussion was held on whether to decrease the Set Aside percentage from 11.5% to 11.0% in the next fiscal year as recommended by the NBE team. Antonio Aguilar and Dave Johnson were in agreement. Mr. Johnson stated since the Set Aside is no longer being used to pay NBE employee salaries, the NBE balance has increased significantly. Antonio Aguilar made a motion to decrease the Set Aside percentage from 11.5% to 11.0% effective from July 2016 through June 2017. Todd Shumaker seconded. Motion passed.

Distribute Unassigned Vending income to Vendor Retirement fund only after Utilities/Rent and other expenses the site is responsible for, if any, are paid.

Discussion was held. Discussion was tabled for further research.

Discussion for vendors on setting/raising prices to make a profit.

Discussion was held. Most in attendance contributed their thoughts and experiences regarding setting prices.

Follow up to the last meeting discussion on NBE Budget, Expenses, and Set Aside Issues

Since those in attendance were not clear on purpose of this agenda item, it was decided to proceed to the next item on the agenda.

Update on Profit and Loss Reports

The NBE staff stressed the importance of submitting the Profit/Loss reports and Set Aside checks in a timely and accurate fashion.

Update on Licensees, introduce new trainee(s)

Wiley Elmshauser was introduced to those in attendance. He has taken over management of several vending locations in West Nebraska. He shared his experiences so far.

Tracey Bradley, who had been introduced at the previous meeting, shared her experiences after she has taken over management of a vending location in Norfolk, NE.

Discuss Training for next quarterly committee meeting

Discussion was held. It was decided to have Patti Lind of the Abilities Fund return to discuss proper record keeping and accounting practices.

New business

Antonio Aguilar's business owns a truck, which will be used to tow his food service trailer once available. As of now, it is being used for transporting products, but it has needed costly repairs. He asked if he can deduct the cost of the repairs from his Profit/Loss report(s). Discussion was held. Sandy Alvarado believes this is not appropriate for the Profit/Loss report, but he could deduct the cost of the repairs on his next tax return. Ross Pollpeter stated the truck is being used to transport products from the supplier to his cafeteria and not for towing his food service trailer. Dr. Van Zandt and Mr. Servan decided Mr. Aguilar can deduct the cost of the repairs from his Profit/Loss report(s).

Ross Pollpeter suggested idea of establishing a budget payment plan for Set Aside payments to NBE. Much like with utility companies, an average amount would be determined by NBE and the vendor, and that budgeted amount would be paid every month. Discussion was held.

Set date for next meeting

Discussion was held. Next meeting will be Saturday, September 24 at 10:00 AM in Lincoln, NE. Patti Lind of the Abilities Fund will conduct a training following the meeting.

ADJOURN:

Following the adjournment of the meeting, we will have a presenter, Patti Lind of the Abilities Fund.

Antonio Aguilar made a motion for the meeting to be adjourned. Ross Pollpeter seconded. Motion passed. Meeting adjourned at 1:08 PM.

Respectfully submitted by:
Ross Pollpeter, BLC Secretary