

## **The Arc of Katy Board of Directors Meeting**

**Date: April 15, 2025 Hybrid**

### **Meeting Minutes**

The meeting was called to order at 6:08 pm by Cherie Duddridge, President.

Fred Shafer led the Board in prayer.

Board members in attendance: See attached Attendance dated 4/15/25.

Members who have provided proxies: Mary Alcocer

Quorum confirmed.

### **ACTION ITEMS**

A motion was made by Fred Shafer to approve The Arc of Katy, March 25, 2025 Board Meeting Minutes. The motion was seconded by Amy Campbell  
The minutes were approved. The motion passed.

### **President's Report**

- Welcome to new Board Members: Chris Sneller and Qiana Lockett
- Dr Valdes and Dr King, and Sam Thomas (marketing) would facilitate the PEERS program 14 weeks for \$1500; equal share in profits;
- The Arc would do the advertising, and billing, and provide:
- Facility
- One staff member
- Copies of materials
- Cookies and drink at final session
- Participants and parents are coached throughout the 14 weeks

Parent training with Family CARE project- April 12, 2025

Fulshear Chamber LCID on May 26th, Health and Business Expo

### **Hiring Executive Director**

- To date there have been 77 applicants, narrowed to 13. 4 have been interviewed.
- 2 additional resumes sent to committee
- The committee has goals 1-4 (see Executive Director documentation) in place when the grant is received for an Executive Director.
- We are continuing to explore other possibilities, however, we did not receive the Meadows Grant. Feedback was to reapply in 1 year and consider use of Ed Rachel grant for 2025 2/3 of Ex. Director's salary.
  1. Establish a hiring committee. President, President Elect, Program Committee representative, Board Development representative. Met twice
  2. Develop the job description; JD developed. Finalized by hiring committee. Sent to Boardmof Directors for information
  3. Advertising strategy: in progress
  4. Selection criteria, interview format and questions, and desired answers.
  5. Hiring committee screens and selects applicants and then interviews
  6. Checks references, etc.
  7. Share finalist with board

**President Elect's Report** - None submitted

### **COMMITTEE REPORTS**

#### **Finance Committee**

- Cash Flow for March is a gain of \$13,627 but \$19,506 less than budget. Operating Income was a loss of \$2,387, \$10,063 greater than budget.
- Fundraising is over budget \$19,404 due to timing of receipts for Fiesta. Net income of \$9,933 is \$19,467 higher than budget due to higher tuition, and fundraising.
- Cash flow year-to-date is \$54,474, \$8,015 more than budget. Operating income was a loss of \$76,888, the unfavorable variance versus budget is due to program (bus repairs) and administrative expenses (marketing, accounting & dues) and building expenses.
- Fundraising of \$103,928 is \$13,512 over budget. Net income of \$27,434 is more than budget by \$6,166.
- Restricted funds currently have a \$50,000 balance after Ed Rachel grant. Spending for the year includes \$64,319 van purchase, \$10,200 gate purchase. \$2,385 for flagpole, \$1435 parking lot and the balance insurance.
- Cash balance of \$260,640, is \$49,680 up versus last month due to Ed Rachel grant.
- Authorized the transfer of \$150,000 from Prosperity Money market to a four month CD. Authorized signers are Mike Lattal, Fred Shafer and Cherie Duddridge

#### **Program Committee**

- Need to coordinate volunteer groups, two churches coming on the same day.
- Blood drive- Donor Coach will be on the Arc campus on April 16, from 7:30-11:00
- Registration for the Summer Program has begun. After March 19th, registration is open to all.

- Barn Dance date was April 5th, but was postponed to April 27th. Participants are writing letters to family. Currently, the Arc has received seven \$500 Sponsorships. To date \$7,034.75 has been raised
- The Katy Cowgirls will be attending, with their horses
- The Day program is celebrating it's 20th birthday, a cake will be served, at the barn dance.
- The April Social was a Pizza/Bingo event on April 12, 2025; the Movie Social will be on May 3, 2025
- Fifteen participants, and staff will be attending an Astros baseball game on April 30th. Attendees will receive an Astros jersey and a \$30 food voucher. This benefactor also covers the cost bus repairs.

**Building Committee** - No Meeting held; No Report Submitted

**Volunteer groups:**

2nd Baptist April 26

St Faustina April 26

Walt Community Church of Christ, March 30th - Changed

Another Eagle Scout project request

**Marketing and Communication Committee** - No Meeting; No Report Submitted

**Fund Development Committee** - No report submitted

Participated in Humble Grounds Disability Awareness Fair on April 12, 2025

**Board Development Committee** - No report submitted

Recommendations from Board Development and Executive Committee Interviews:

- Aaron Sturgeon
- Cindi Lawrence

Fred made a motion to accept the recommendation of the Interview Committee to accept Aaron Sturgeon and Cindi Lawrence, as Board Members to The Arc of Katy Board of Directors for three year terms. The motion was seconded by Mike Lattal. The motion passed.

Fred Shafer and Bonnie Holland will provide an OnBoarding and Board Orientation for the 4 new Board Members.

The next Arc of Katy Board meeting will be on May 21, 2025 @ 6:00 pm. The meeting will be Hybrid.

The meeting was adjourned at 7:24 pm by Cherie Duddridge, President.

Respectfully submitted,

**Ellen Ryan Candito**

Secretary

May 17, 2025

The Arc of Katy



*Achieve with us.®*

**April 15, 2025 via Hybrid  
Board of Directors**

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Proxy</b>
Cherie Duddridge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mike Lattal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ellen Candito	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fred Shafer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary Alcocer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Amy Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carolyn Kares	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bonnie Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Qiana Lockett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary McGovern	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Sneller	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Attendees			
Ann Ferner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>