

The Arc of Katy Board of Directors Meeting

Date: February 18, 2025 Hybrid

Meeting Minutes

The meeting was called to order at 6:04 pm by Cherie Duddridge, President.

Fred Shafer led the Board in prayer.

Board members in attendance: See attached Attendance dated 2/18/25.

Members who have provided proxies: none

Quorum confirmed.

ACTION ITEMS

A motion was made by Amy Campbell to approve The Arc of Katy, January 21, 2025 Board Meeting Minutes. The motion was seconded by Mike Lattal.

The minutes were approved. The motion passed.

President's Report

Committee to determine how to expand participants.

Other opportunities

- Dr. Jagers for Empowerment Through Knowledge (ETK): Social Media and Electronic
- Use Safety and Sibling Support; Quarterly at Kingsland Baptist Church; will not do an evening program at the Arc at this time
- Evening programs opportunity with:
- PEERS with Dr Valdes; Dr Thomas Merriman
- Parent training with Family CARE project- April 12, 2025 (Note date change)
- The Arc of Texas visit Wednesday 1/22/25
- Feb 14th -Have a Heart Day focus on direct care worker crisis; Cherie attended, good connections were established. Setting up call with Austin, San Antonio and Houston Arcs with more funding experience

Hiring Executive Director

- Met Jan 28th and agreed to post role. 56 applicants, narrowed to 9. Continue to narrow to 4 with 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 Board of 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

- Fred has been encouraging BNI members to support The Arc of Katy's up coming !Fiesta!. A sponsorship through a table purchase and 32 bottles of wine have been donated.
- Fred is encouraging BNI members to consider joining the Arc of Katy Board.
- Several have become members of the Arc of Katy. BNI has been a wonderful Community Partner.
- Several BNI Members attended a tour of The Arc of Katy Day Program, after the weekly meeting on February 6, 2025. Our membership coming up for renewal.
- Fred and Amy met with a representative from Westside Chevrolet regarding maintenance of the busses.

COMMITTEE REPORTS

Finance Committee

- Cash Flow for January is a loss of \$765 up \$4,457 versus budget. Operating Income was a loss of \$10,113 \$1680 less than budget.
- Fundraising is over budget due to Fiesta donation \$3,200 and Holiday show \$2,200. Net loss of \$4,459 is \$4,418 lower than
- budget due to lower program expenses and higher fundraising.
- Cash flow year-to-date is \$3,531 up \$11,359 versus budget. Operating income was a loss of \$56,472, the unfavorable variance
- versus budget is due to program (bus repairs) and administrative expenses (marketing, accounting & dues). Fundraising is
- \$21,949 over budget. Net income of \$-14,940 is up versus budget by \$11,163.
- Restricted funds currently have a \$40,303 balance after \$64,319 van purchase. Approximately \$10,000 has been allocated for
- gate and \$2,000 for flag pole and the balance insurance.
- Cash balance of \$168,095 is \$42,964 down versus last month due to insurance and operating costs.

Program Committee

- Day Program, videographer visited to update The Arc of Katy Video to be shown at the !Fiesta!
- First Horizon Bank to tour the day program as they are being recognized at the Fiesta!
- Fiesta Fundraiser discussions. How many participants will attend, staff? Participants are working on Art for auction. Song by participants?
- Barn Dance date will be April 5th, so as not to conflict with Easter.
- The Katy Cowgirls will be attending on April 5th.
- Contacting Grace Fellowship for donation of umbrellas, tables, and tents. Also, volunteers for the event. Participants will write letters this year, for Boot Scottin' Buddies
- 2025 is the 20th Anniversary of the Day Program.
- The February Social will be the Valentine's Dance on February 8, 2025; the February Movie Social will be on February 22, 2025
- A donation of tickets to an Astros game in April (Wednesday afternoon), have been received

Building Committee - No Meeting held; No Report Submitted

- Flag pole installed
- Gate installed
- Parking lot painted
- Reviewing sturdier toilet seats

- Garbage disposal installation soon
- Water filter

Marketing and Communication Committee - Meeting January 17; No Report Submitted

- Working on communication for the !Fiesta!
- Signs, invitations, table numbers
- Need a publicity photo of Bonnie for the Ann Davis Award

Fund Development Committee - No report submitted

- Ed Rachel 4th grant awarded for \$50,000., meeting w/Mrs. Billings for review of future grant
- Meadows Foundation grant not approved, suggested to pick different area, possibly Capital Expenses
- Grant for Good - in process
- First Horizon Bank - suggested to apply this year
- Katy Taste Fest, check to be delivered at the Brunch After Dark on February 28, 2025
- The Arc of Katy will have a table set up at the Katy Taste Fest on March 1st, we will provide volunteers, who will be able to enjoy the taste fast following their shift

Board Development Committee - No Meeting held; No report submitted

- Fred has given Chris Sneller an application. Chris's son Daniel is a participant
- Fred expects 2 BNI members to submit applications for Board membership, There was a tour of the Arc of Katy Day Program after the meeting on February 6.

Please submit potential board member candidate names to: BoardDev@TheArcofKaty.org

! Fiesta ! 2025

- Feb 21, 2025 at Palacio Maria
- Committee meeting weekly
- New Video Finalized
- Currently 155 Tickets sold; 43 Silent Auction items; 15 Participant Art items; 7 Live Auction Items; 90 Bottles of Wine; 60 Gift Cards
- Sponsorship documentation available and on RSA, work on write ups and photo documentation
- Final collection of wine, gift cards, and donations
- • Honorees:
- Community Champion First Horizon Bank
- Volunteer of the year Bingo Ladies: Linda Biernbaum, Barbara Braun, Cheryl Crozier
- Ann Davis Award Bonnie Holland
- • Actions for All on Board: sponsors, guests to invite, wine, auction items
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The next Arc of Katy Board meeting will be on March 18, 2025 @ 6:00 pm. The meeting will be Hybrid.

The meeting was adjourned at 7:06 pm by Cherie Duddridge, President.

Respectfully submitted,

Ellen Ryan Candito

February 24, 2025

Secretary

The Arc of Katy



Achieve with us.®

**February 18, 2025 - Hybrid
Board of Directors**

Name	Present	Absent	Proxy
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>
Mary McGovern	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Attendees			
Ann Ferner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>