



*Achieve with us.®*

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

**Date: October 17, 2023 Hybrid**

### **Meeting Minutes**

The meeting was called to order at 6:10 pm by Cherie Duddridge, President.

Mike Lattal led the Board in prayer.

Board members: See attached Attendance dated 10/17/23.

Members who have provided proxies: Audrey Bivens

Quorum confirmed.

#### **ACTION ITEMS**

A motion was made by Mike Lattal to approve the August 15, 2023, The Arc of Katy Board Minutes. The motion was seconded by Carolyn Kares. The minutes were approved. The motion passed.

A motion was made by Mike Lattal to approve the minutes for the Called Board Meeting on September 19, 2023. The motion was seconded by Fred Shafer. The minutes were approved. The motion passed.

#### **President's Reports**

- Cherie discussed the General Annual Board Meeting on September 19, 2023. Cherie felt that the financial message was well received by the membership.
- Cherie Duddridge discussed the Strategic Planning meeting, on September 21, and facilitator Brooke Garcia. Cherie felt that good ideas were presented to help the Arc of Katy to move forward. She would like Brooke to provide a few concrete ideas for the Board to act on quickly, she will set up a meeting with Brooke to be on a future Zoom meeting.

#### **COMMITTEE REPORTS**

##### **Finance Committee**

- Cash Flow for September is a profit of \$14,577. Operating Income was a profit of \$4,609 and fundraising of \$6,827 resulted in net income of \$11,436. Income was higher than the budget by \$8,677 due to timing of tuition billings. Program and Admin expenses were lower due to timing of salaries. Fundraising includes a \$5,000 donation from Katy Rotary. The \$17,533 favorable variance versus the budget is primarily a result of timing of tuition and salaries.
- Restricted funds currently have a \$61,982 balance with \$10,000 dedicated to Oven and Fire system and \$50,000 for a van.
- Cash balance is \$151,121 up \$3,021 from last month.

## **Building Committee**

- Fred researched prices for an electric stove and vent hood. An electrician will need to install.
- Walt will do some irrigation work out near the garden.

## **Program Committee**

- The Arc of Katy currently has 86 families in the program. This is the largest number ever in the Day and Zoom Programs.
- The Arc of Katy will participate again this year in the Pick-a-Dilly Market at St. Peters United Methodist Church, on October 21 from 9am to 4pm. The market has its own facebook page and we have the ability to post on their and our pages. A signup genius page will be created for family/participant volunteers to sign up for the day. Set up is from 7am - 9am.
- A Thanksgiving Family Potluck is being planned for Friday November 17 from 11:30 - 1:00 at the Elks Lodge.
- A Bus-Wash will be done by the Jordan HS Girls Basketball Team on November 4, 2023.
- A Katy ISD/Special Needs Resource Night will be on October 11, 2023.
- Tidal Wave Auto Spa Charity Day was on September 15, 2023. Donations amounted to \$256, and The Arc of Katy received 50% of the proceeds of the day, which was \$744.
- The Arc of Katy Social for October was a Halloween Party at the Mark Chapman YMCA. No movie Social for October.
- December 9, 2023, from 2pm -4pm, will be The Fashion Show featuring any participant that signs up. The Fashion Show Luncheon, and will include a silent auction, with many opportunities to support The Arc of Katy. American Eagle will provide some of the fashions and some boutiques in Katy will be providing other fashions. The event will be held at CrossRoads Church Gym at 700 Westgreen. Tickets will be \$50 per person. More details to follow.
- The Barn Dance will be March 23, 2024. A new event is being added, which will be a fishing event. More details to follow.

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

- The Marketing Committee is focusing on notifications regarding the upcoming Pick-A-Dilly Market on October 21, 2023. Constant Comment being sent out.
- Researching future dates and locations for a Gala, to possibly held in February 2024.

## **Fund Development Committee - No Meeting held; No report submitted**

- Researching Capability Building Grant
- Whole Foods possible \$2500 donation
- Annual Fund - Letter to go out in the Fall
- Planning meeting with Finance Committee
- Costco donation of \$1000, 2-\$500 Checks

## **Board Development Committee**

**No meeting held**

**No report submitted**

- The committee is in discussion with a potential new Board Member. More information to follow.
- Please submit potential board member candidate names to: [BoardDev@TheArcofKaty.org](mailto:BoardDev@TheArcofKaty.org)

The next Arc of Katy Board meeting will be November 21, 2023 @ 6:00 pm.

Action will be taken at the November Board meeting to determine status of current Board Members.

A motion was made by Mike Lattal, to adjourn the meeting and was seconded by Amy Campbell.

The meeting was adjourned at 7:13 pm by Cherie Duddridge, President.

Respectfully submitted,

**Ellen Candito**

October 30, 2023

Secretary

The Arc of Katy



*Achieve with us.®*

**October 17, 2023 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Audrey Bivens		<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"/>
Fran Dahl	<input type="checkbox"/>	<input checked="" 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