



Achieve with us.

**The Arc of Katy
Board of Directors Meeting
Date 7/20/21 via ZOOM**

Meeting Minutes

The meeting was called to order by Fred Shafer, President.

Fred Shafer led the Board in prayer

Board members absent: See attached Attendance dated 7/20/21

Board members present by proxy: None

Quorum present

ACTION ITEMS

A motion was made by Mike Lattal to approve the June 8, 2021 Board meeting minutes. The motion was second by Cherie Dudridge. The motion passed.

President's Reports

Fred and Mike met with the contractor and shared pictures of the progress on the building with the board. No public or media announcements will be made until the contractor gives the approval. Mike reported that there will be green space for the participants to use, and space for portable storage sheds on the property. Target date is early 2021, progress is being made at the site. the lease on the current space goes through December 2022.

Fund Raising approval application is available from Ann. The Executive Committee will review and approve, then notify the appropriate committee. That committee must then notify Amber, so that the necessary communication will be added to the Communication and Marketing agenda. It was noted that a sponsorship line should be added to the form in the budgeting area. Fred wants the board to consider moving the board meetings from the second Tuesday of the month, to the third Tuesday of the month so the the financial report may be presented to the board. Incoming President, Cherie Dudridge agrees with the proposed change. There was no objection from the board.

The Annual Membership meeting will be September 21, 2021. The COVID-19 Response Team will discuss and review options to determine if the meeting can be an in-person meeting.

COMMITTEE REPORTS

Finance Committee

The Finance Committee will present the proposed budget to the Board at the August Board Meeting, and the budget will be reviewed at the Annual September Membership meeting.

- Net loss for June 2021 is \$5,424. Operating Income was a loss of \$6522, plus net fundraising of \$1098 contributed to the overall loss. Fundraising included \$1,098 in donations. The \$2,229 unfavorable variance versus the budget is a result of lower fundraising offset by lower operating income.
- Year to date income is \$57447, \$73,799 better than the budget loss. Higher Operating income is due to early start of day program and lower salary expense. Higher fundraising resulted from forgiveness of PPP loan (\$26,000), and contributions, and special events were responsible for the improvement over the budget.
- Cash balance is \$192,052, down \$4,000 from last month.
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Program Committee

The Arc Program Committee met via Zoom on July 6, 2021.

The results of the COVID survey sent to the families has been implemented.

The Summer program began on June 1, 2021, and is full with 22 participants. Session III will increase to 28 participants. Staffing is adequate.

The buses have a second battery, which needed to be replaced. Some of the buses needed new tires. Kingsland Baptist paid that bill.

Sandy has gone above and beyond the scope of her job in helping to maintain the buses, often getting to the site early to make sure the buses are ready for the day.

The Day Program will open for the fall on Monday, August 30, 2021.

Communications and Marketing Committee

The form for Board Volunteer hours is available on the web site saved in DonorPerfect. The hours are saved and will be available at the end of the year. It will also be used for information in some of the grant applications.

Gala will be at Beckendorff Farms

New building is still moving forward, preparing announcement

Fred is in communication with Walt and the contractor in regards to announcing new building for The Arc of Katy

Initial Capital Campaign meeting was held on June 9th. All fundraising planning is currently put on hold while a plan is put into place for fundraising efforts.

Amber attend networking meeting with The Arc of Texas

The committee is working on developing a volunteer list.

The next newsletter will go out at the end of July.

Fund Development Committee

The Committee continues to plan for the Capital Campaign and is providing support to the Communication and Marketing Committee for the roll out of the information.

Mary Alcocer did an analysis of potential grant opportunities. 87 different grants were found. An extensive excel spread sheet was developed, outlining all the information for each grant including dates, requirements and contact information. It was suggested that each board member be assigned several grants to apply for so that we could benefit from the opportunities that are available.

Board Development Committee

The Board Development Committee presented a list of the board members up for reelection at the Annual Membership Meeting, at which time Fred will pass the torch on to Cherie Dudridge, as the New Board President. Fred will remain on the board as Past President. The committee continues to develop new candidates.

GALA Committee

A contract has been signed with Becendorff Farms to hold the Gala on Friday, December 3, 2021. The board was asked to begin to secure live and silent auction items for the Gala.

COVID-19 Response Team

The team is meeting June 21, 2021.

Adjourn

The next Board Meeting will be August 17, 2021 via Zoom, at 6:00pm.

The Annual Membership Meeting will be September 21, 2021.

The meeting was adjourned at 7:30pm by Fred Shafer, President

Respectfully submitted,

Ellen R Candito

July 23, 2021

Ellen Candito, Secretary
The Arc of Katy



The Arc of Katy
July 20, 2021 via ZOOM
Board of Directors

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Name	Present	Absent	Proxy
Fred Shafer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cherie Duddridge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Lattal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ellen Candito	<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 type="checkbox"/>	<input type="checkbox"/>
Amy Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robert Doguim	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carolyn Kares	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Margaret Laney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fran Dahl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ida Faye Elder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don Elder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bonnie Holland	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Amber Jarvis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pat Doucette	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary McGovern	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marchelle Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Krista Kiblawi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other Attendees			
Ann Ferner	<input checked="" type="checkbox"/>		
Sandi Dancel	<input type="checkbox"/>		
Donna Bode	<input type="checkbox"/>		