

The Arc of Katy Board of Directors Meeting

Date: March 25, 2025 Hybrid

Meeting Minutes

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

Amy Campbell led the Board in prayer.

Board members in attendance: See attached Attendance dated 3/25/25.

Members who have provided proxies: none

Quorum confirmed.

ACTION ITEMS

A motion was made by Amy Campbell to approve The Arc of Katy, February 18, 2025 Board Meeting Minutes. The motion was seconded by Fred Shafer
The minutes were approved. The motion passed.

President's Report

Other opportunities to consider for expanding the program:

Evening programs opportunity. Met with:

- Dr Thomas Merriman has said no to a program for now.
- Dr Valdes and Dr King- would facilitate the PEERS program 14 weeks for \$1500;
- Arc would need to provide an additional staff member, and use of our facility
- The Arc would do the advertising, marketing and billing

The PEERS program provides:

- 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

•Hiring Executive Director

- To date there have been 70 applicants, narrowed to 11. 4 have been interviewed.
 - 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 - None submitted

COMMITTEE REPORTS

Finance Committee

- Cash Flow for February is a gain of \$40,390 but \$19,608 less than budget. Operating Income was a loss of \$14,059, \$2,486 greater than budget. Fundraising is under budget \$17,161 due to timing of receipts for Fiesta. Net income of \$36,696 is \$19,608 lower than budget due to lower tuition, higher building expenses, and lower fundraising.
- Cash flow year-to-date is \$43,996 \$8,341 less than budget. Operating income was a loss of \$70,772, the unfavorable variance versus budget is due to program (bus repairs) and administrative expenses (marketing, accounting & dues) and building expenses. Fundraising is \$5,103 over budget. Net income of \$21,831 is less than budget by \$8,575.
- Restricted funds currently have a \$0 balance after \$64,319 van purchase, \$10,200 gate purchase. \$2,385 for flag pole, \$1435 parking lot and the balance insurance.
- Cash balance of \$210,960 is \$42,865 up versus last month due to Fiesta proceeds.

•Program Committee

- Day Program The participants attended the Rodeo Cook-Off on Friday, February 28, 2025
- Spring Break was March 10-14, the Day Program resumed on March 17th
- Registration for the Summer Program has begun. After March 19th, registration is open to all.
- Barn Dance date will be April 5th, from 1-3:30. Participants are writing letters to family for support, and a small card announcing 20th Birthday of the Day Program, which will be celebrated that day, a large sheet cake will be served. Tickets and raffle tickets may be purchased online or at the door.
- The Katy Cowgirls will be attending, with their horses
- The March Social will be a Western Dance on March 8, 2025; the March Movie Social will be on March 22, 2025
- The ¡Fiesta! 2025 was a big success. The gross amount raised is approximately 81K
-

Building Committee - No Meeting held; No Report Submitted

Volunteers groups:

2nd Baptist April 26

St Faustina April 26

Walt Community Church of Christ March 30th

Another Eagle Scout project request

Marketing and Communication Committee - No Meeting; No Report Submitted

Fund Development Committee - No report submitted

- • Ed Rachel 4th grant awarded for \$50,000. Documentation submitted
- • 5th grant to submit in May
- • Grant for Good grant submitted for \$10,000
- • Received \$2500 Check for 2024 Katy Tastefest at Brunch After Dark
- • Participated in 2025 Katy Tastefest

Board Development Committee - No report submitted

Recommendations from Board Development and
Executive Committee Interviews:

- • Chris Sneller
- • Qiana Luckett

Fred made a motion to accept the recommendation of the Interview Committee to accept Chris Sneller and Qiana Luckett, as Board Members to The Arc of Katy Board of Directors for three year terms. The motion was seconded by Mary Alcocer. The motion passed.

• ¡ Fiesta ! 2025

Fiesta Proceeds

Revenue Source Total Budget

Admission Ticket Sales 12,600.00

Heads/Tails 590

Monetary Pledges 30,359.45

Gift Cards 1,575.00

Live Auction 6900

Sponsorship Sales 15,000.00

Silent Auction 5669

Buyable Sales 3,975.00

Wine Pull 2200

Bidding 14,769.00

Total 78,868.45

Expenses

Venue 12,600

Auction items 1,070

DJ 350

Photographer 400

awards 325

Printing 895

CC fees 1859

Band 250

Total 17,749

Net Proceeds 61,119.45

163 tickets sold

- 90 Bottle, 60+ gift cards, 7 live auction, 43 Silent auction, 15 participant art work

Addendum to Board Meeting Minutes March 2025

A motion was made by Mike Lattal to add Cherie Duddridge as signatory on the Prosperity Bank account, and remove Donna Bode. The authorized signatories will be Mike Lattal (Treasurer), Fred Shafer (President-Elect), and Cherie Duddridge (President).
The Motion was seconded by Fred Shafer. A vote by email was held. Motion passed.

The next Arc of Katy Board meeting will be on April 15, 2025 @ 6:00 pm. The meeting will be Hybrid.

The meeting was adjourned at 7:53 pm by Cherie Duddridge, President.

Respectfully submitted,

Ellen Ryan Candito

April 7, 2025

Secretary

The Arc of Katy



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**March 25, 2025 via 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"/>