



Achieve with us.

**THE ARC OF KATY
BOARD OF DIRECTORS MEETING
DATE: 10/13/20 VIA: ZOOM**

MEETING MINUTES

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

Fred Shafer led the Board in prayer.

See attached attendance form for members in attendance.

ACTION ITEMS

1. A motion was made by Mike Lattal to approve the August 11, 2020 Board meeting minutes following a discussion by Fred Schafer. The motion was second by Don Elder. The motion passed.
2. A motion was made by Cherie Duddridge to approve the amended September 9, 2020 Board meeting minutes. The motion was second by Fran Dahl. The motion passed.

PRESIDENT'S REPORT

It was reported that former Secretary, Donna Bode tendered her resignation, having served on the Board since 2006. She will be greatly missed. Fred extended his appreciation for Donna's dedication to The Arc of Katy family. All Board members thanked Donna for her service.

Fred Shafer presented his report, which included an up-date on the Jordan Ranch facility. Current estimated time of completion of the building is June 2021. Other The Arc of Texas Chapter meetings were summarized. A response to a request for funding of virtual day habitation programs was received, which said they are working on a strategy for reimbursement.

COMMITTEE REPORTS

1. The September financial report was presented by Mike Lattal, Treasure. Net income for September 2020 was a loss of \$2,688. Operating income was a loss of \$3,886, offset by \$1,198 of fundraising associated with donations. The \$4895 favorable variance versus the budget is a result of primarily lower salaries \$2,990 and an insurance

refund \$2,297 offset by lower membership fees \$2,000. Current cash balance is \$135,000.

Work has begun on the 2019-2020 audit and 990. We still need each individual's volunteer hours to the Arc for the last fiscal year. Board members were requested to provide an estimate at the board meeting.

2. Carolyn Kares, Program Co-chair presented the October Program Committee report. A copy of the report was provided to the Board.
The COVID-19 response Core Team Committee met and approved the reopening of the in-person program on October 14th. October ZOOM classes will go from 5 days per week, to 2 days per week, starting October 13th. Zoom classes will meet on Tuesday/Thursday. The Barn Dance will be held virtually on Sunday, November 15, 2020 from 2pm to 3:30pm. The November Social may be a drive-by for the participants to pick up Barn Dance Favors. The December Social will be a virtual bingo night. For other events, please see the calendar posted to the Arc website.
3. Margaret Laney reported on the Communications and Marketing Committee. The Communications and marketing plan has been updated for 2020-2021. The website has been updated with recent changes. The Communications Committee supported the Fund Development Committee with preparation of the Annual Fund Appeal Letter and 2019-2020 Annual Report. The committee has requested that information for events be forwarded to them 6 to 8 weeks in advance of the event.
4. Ida Faye Elder reported on the Board Development Committee, which the Board Profile was shared. The board is requested to submit the names of prospective board members prior to the November Board meeting.
5. Fran Dahl discussed the November "2020 The Arc of Katy On-Line Auction". The on-line opportunities were discussed.

The November Board Meeting will be held via ZOOM on 11/10/20 @ 6:00 pm

The meeting was adjourned by Fred Shafer, President.

Respectfully Submitted,

Ellen Candito
Secretary
The Arc of Katy



Achieve with us.

**THE ARC OF KATY
ATTENDANCE
BOARD MEETING OCTOBER 13, 2020**

Name	Board of Directors		
	Present	Absent	Proxy
Fred Shafer	X		
Cherie Duddridge	X		
Michael Lattal	X		
Ellen Candito	X		
Donna Bode	X		
Amy Campbell	X		
Carolyn Kares	X		
Margaret Laney	X		
Fran Dahl	X		
Ida Faye Elder	X		
Don Elder	X		
Amber Jarvis		X	
Pat Doucette	X		
Mary McGovern	X		
Marchelle Peters	X		
Krista Kiblawi	X		

Other Attendees

Ann Ferner

Sandi Dancel