



Arc of Katy Board Meeting Minutes
The Arc of Katy Building
5819 Tenth Street, Ste. C
Katy, TX 77493
Tuesday, April 12, 2018
7:00 p.m.

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

The Invocation was delivered by Fred Shafer.

Roll call was made and quorum announced by Donna Bode, Secretary.

The Arc of Katy Board of Directors-Board Meeting Attendance

Secretary: Donna Bode

Meeting Date **April 12, 2018** Quorum Yes

First Name	Last	Present	Absent	
Donna	Bode	x		Secretary
David K.	Brown		x	Director
Amy	Campbell	x		Director
Ellen	Candito	x		Director
Dennis	Combrink	x		Director
Robert	Crutchfield		x	Director
Fran	Dahl	x		Director
Sherry	Ahart-Davies		x	Director
Cherie	Duddridge	x		Director
Don	Elder Jr.	x		Director
Ida Faye	Elder	x		Director
Denise	Hester	x		Director
Carolyn	Kares	x		Director
Margaret	Laney	x		Vice President
Mike	Lattal		x	Director
Kristie	Ondracek	x		Director
Marchelle	Peters	x		Director
Fred	Shafer	x		President

Other Members Present: -----

Quorum: Except as otherwise required by statute or provided by these Bylaws, 40% of Directors then in office shall constitute a Quorum for the transaction of business at any meeting of the Board of Directors and the act of a majority of the Directors present at any meeting at which a quorum is present shall be the act of the Organization. The Directors present at a duly called or held meeting at which a quorum is present may continue to transact business even if Directors leave the meeting and less than a quorum remains. If a quorum is present at no time during a meeting, a majority of the Directors present may adjourn and reconvene the meeting without further notice. Proxy voting may be allowed if necessary, but proxies for quorum are not permitted.

Don Elder Jr. made a motion to accept the **March 19, 2018 Board Minutes**, seconded by Ellen Candito. All were in favor and the motion passed.

President's Report: Fred Shafer reported that bids and a timeline for the design of a website for The Arc of Katy were offered to various companies/individuals. After discussion, Fred Shafer moved that the board accept the bid for the design of a website from Hyperlinks, seconded by Cherie Duddridge. All were in favor and the motion passed.

Fred Shafer made a motion for the Board to accept revisions clarifying the By-Laws, contingent upon approval with The Arc of Texas and Fran Dahl's review of the verbiage changes. A second was made by Fran Dahl. All were in favor and the motion passed.

Strategic Planning: Fred presented information on the strategic plan to increase the membership by 30 people during the year. Fred also reported that he will be sending a monthly letter to the membership following each Board meeting.

Fred reported on ribbon cutting and open house with the Katy Area Chamber of Commerce. Also reported the Mayor designating March 27th as The Arc of Katy Day.

Committee Reports:

Finance –Kristie Ondracek provided a Balance Sheet as of March 31, 2018, Budget vs. Actuals: 2018-Short Budget-Summer Updated January-March, 2018, and Budget vs. Actuals: 2018 – Short Budget-Summer Updated for March 2018.

Kristie Ondracek, Treasurer, made a **motion**, seconded by Cherie Duddridge, to approve a weekly stipend, during the summer, for the Program Coordinator. All were in favor and the motion carried.

Kristie Ondracek made a **motion**, seconded by Fran Dahl, for the approval of a phone allowance for the Program Coordinator. All were in favor and the motion passed.

Policies/procedures are needed for email.

Fundraising-Denise Hester, Gala Chair reported on details of the Gala. She is working closely with Joni and Phil Barker, event coordinators. Margaret Laney, Vice President, handled the details for the Home Town Heroes: Audrey Bevins and Bass Pro Shops were selected as the Home Town Heroes. Carolyn Kares was selected as our Volunteer of the Year. Kingsland Baptist Church was selected to receive the Ann Davis Founders Award.

Carolyn Kares contacted and scheduled all the volunteers for the entire evening: greeters, check-in, silent auction, wine pull, Kendra Scott jewelry pull, roaming game sales, check out & runners, and clean-up.

Program-Carolyn Kares shared up coming events: Darryl Ford's Celebration of Life: April 14, Bingo/Pizza at the Monty Ballard YMCA from 7 to 9 p.m., April 14. and the Cinco Ranch High School Color Run: April 21, 2018.

Recognitions:

Amy Campbell: Katy ISD Amy Campbell Elementary Namesake

Sherry Ahart-Davies: Service Corporation International Steve Mack Award for Service Excellence

The meeting was adjourned at 8:40 p.m.

Submitted by,

Donna Bode

Secretary

The Arc of Katy