



Arc of Katy Board Meeting Minutes
The Arc of Katy Building
5819 Tenth Street, Ste. C
Katy, TX 77493
Tuesday, December 11, 2018
6:30 p.m. to 7:30 p.m.

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

Kim McCluskey and Pat Doucette of the Advisory Committee and Devin Morrison, Grandson of Robert Crutchfield, were in attendance.

The Invocation was delivered by Robert Crutchfield.

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 **December 11, 2018** **Quorum** **Yes**

First Name	Last	Present	Absent	
Donna	Bode	x		Secretary
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
Elizabeth (Liz)	Moreland-Mason	x		Director

Kristie	Ondracek	x	Director
Marchelle	Peters	x	Director
Fred	Shafer	x	President
Lewis (Louis)	White	x	Director

Other Members Present: Members of the Advisory Board: Pat Doucette, Kim McClusky, and a few others on the Advisory Board

Robert Crutchfield's grandson Devin Morrison, a student at West Memorial Jr. High School

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.

Action Items:

Margaret Laney made a motion to approve the November 13, 2018 Board Meeting Minutes. The motion was seconded by Ida Faye Elder. All were in favor and the motion passed.

Robert Crutchfield made a motion to approve the insurance premiums for 2019 for our commercial property, auto, professional liability, and umbrella policies due January 1, 2019. Fran Dahl seconded the motion. All were in favor and the motion passed.

Committee Reports:

Finance: Mike Lattal, Treasurer, presented a Balance Sheet as of October 31, 2018 and a Profit and Loss report for September-October, 2018. Our accounting firm, FAS is using Quick Books. Form 990 was filed and the audit for 2016 and 2017 is being finalized.

Gala Update: The Gala, Friday, May 3, 2019 will be held at the Omni Hotel/Houston West Side. There will be three co-chairs: Fran Dahl, Cherie Duddridge, and Margaret Laney. Silent and live auction items will be given to Ida Faye Elder. The décor will be rebranded around our Home Town Heroes. The entertainment will be a jazz group from Taylor High School, a DJ, games, a raffle, and a wine pull. Logistics will involve registration and volunteers needed. Joni Barker will bring in a couple of people that could oversee the volunteers.

Program: Carolyn Kares thanked the Chamber for having a group of our participants provide the entertainment during their December luncheon while our other participants enjoyed pizza on their outing. Carolyn reported on the Barn Dance, Jingle Bell Jam, Scholarships, and offering

two special Saturdays for elementary and junior high age. Ann Ferner will compile a list from calls received from parents requesting a social outlet for their children who are high functioning, but socially challenged. They are not interested in socials held by the Arc.

Board Development: Ida Faye and Don Elder have nothing to report at this time.

Communication: This committee will meet right after this meeting. They are focusing on the Gala.

President's Report:

Fred Shafer, President, reported a \$2,334.00 donation as a result of Giving Tuesday. This doesn't include the matching funds that will be received.

The Arc of Katy's new website is up and running as of this afternoon. Two people may add information, Fred Shafer and Ann Ferner, Administrative Assistant. Send information to Ann.

The Vice President's office is vacant due to Margaret Laney choosing not to seek re-election to the position. Fred will present a revision to the bylaws to the Board changing the Vice President position to President Elect.

Building Maintenance: Fred secured an electrician to repair the outside lights, and the plumbing issues were solved.

Don Elder made a motion to adjourn, seconded by Ida Faye Elder. All were in favor and the meeting adjourned at 7:35 p.m.

Respectfully submitted by,

Donna Bode
Secretary
The Arc of Katy