



Arc of Katy Board Meeting Minutes
The Arc of Katy Building
5819 Tenth Street, Ste. C
Katy, TX 77493
Tuesday June 12, 2018
7:15 p.m.

The Board of Directors met in a closed session from 6:30 p.m. to 7:15 p.m. The Regular Board of Directors Meeting was from 7:15 p.m. to 8:30 p.m.

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

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 June 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: - Ann Ferner, Administrative Assistant

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.

A motion was made by Mike Lattal, seconded by Fred Shafer, President that we approve the **May 8, 2018 Board Minutes**. All were in favor and the motion passed.

No actions were required from the closed meeting.

Fred Shafer, President presented the following for discussion and approval:

A motion was made by Fran Dahl to approve **Texas Mutual Insurance** for Workers' Compensation Insurance. This was seconded by Don Elder. All were in favor and the motion passed.

Fran Dahl made a motion that we continue the Directors, Officers, and Employment Practices Liability coverage with **Philadelphia Insurance**. This was seconded by Mike Lattal. All were in favor and the motion passed.

Cindy Shiffler, our Financial Controller, resigned. We thank her for her many years of service and dedication to our organization. After reviewing bid proposals submitted in response to a request for proposals for financial services, the Executive Committee and Finance Committee entered into an agreement with **FAS Bookkeeping and Tax Services** to provide financial and payroll services. Staff salaries are directly deposited.

Kingsland Baptist Church donated our new ceiling tiles for the Arc Building, and gentlemen from the Manna House installed them.

Fred Shafer, President, has bids on the roof repair and is awaiting another bid for an additional restroom. Fran Dahl will draw up an amendment for our lease agent to sign.

Committee Reports:

Finance: Kristie Ondracek, Treasurer, presented the Budget Overview: FY 2019 – FY 19 P&L, September 2018 – August 2019. A **tentative budget** will be presented to the Board in July after the Program and Finance Committees meet.

Scholarships were discussed. The Darryl Ford Memorial Scholarship will be awarded to one of our applicants.

Program: Carolyn Kares reported a total of 51 participants registered for the Summer Program. The Houston Junior Forum presented a \$5,000 check for our Summer Program. Our participants will be serving lemonade June 14 and 15 to help raise funds for the Teddy Bear Cop Program.

KISD Police Officer Santiago came in his Teddy Cop Costume to welcome our Summer Participants to their first day of the Summer Program. Dawn Wethey, Program Coordinator was commended for her work of taking the buses in for repair and maintenance, calling for prices of meals, etc. and other duties.

Fundraising is in need of a Chair person.

Marketing and Communications: Amy Campbell and Margaret Laney, Vice President, reported that money will be needed for their budget in the coming year.

Board Development: Co-Chairs, Ida Faye and Don Elder have two possible new board candidates that they will be contacting as well as others who have shown an interest.

Social: Dennis and Jeanne Ann Combrink and Carolyn Kares, may have a social in July.

Membership: Ann Ferner reported having 9 tours of the Day Program since the last board meeting. Seven of those individuals joined and are attending the Arc of Katy Day Program.

The meeting adjourned at 8:30 p.m.

Respectfully submitted by,

Donna Bode
Secretary
The Arc of Katy