



Arc of Katy Board Meeting Minutes
The Arc of Katy Building
5819 Tenth Street, Ste. C
Katy, TX 77493
Tuesday, May 14, 2019
6:30 p.m.

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

The Invocation was delivered by Amy Campbell.

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 May 14, 2019 **Quorum** Yes

First Name	Last	Present	Absent	
<u>Donna</u>	<u>Bode</u>	<u>x</u>		<u>Secretary</u>
<u>Amy</u>	<u>Campbell</u>	<u>x</u>		<u>Director</u>
<u>Ellen</u>	<u>Candito</u>	<u>x</u>		<u>Director</u>
<u>Dennis</u>	<u>Combrink</u>	<u>x</u>		<u>Director</u>
<u>Robert</u>	<u>Crutchfield</u>	<u>On sabbatical</u>		<u>Director</u>
<u>Fran</u>	<u>Dahl</u>		<u>x</u>	<u>Director</u>
<u>Sherry</u>	<u>Ahart-Davies</u>	<u>resigned</u>		<u>Director</u>
<u>Pat</u>	<u>Doucette</u>			<u>Director</u>
<u>Cherie</u>	<u>Duddridge</u>	<u>x</u>		<u>Director</u>
<u>Don</u>	<u>Elder Jr.</u>		<u>x</u>	<u>Director</u>
<u>Ida Faye</u>	<u>Elder</u>		<u>x</u>	<u>Director</u>
<u>Carolyn</u>	<u>Kares</u>	<u>x</u>		<u>Director</u>
<u>Margaret</u>	<u>Laney</u>	<u>x</u>		<u>Vice President</u>
<u>Mike</u>	<u>Lattal</u>	<u>x</u>		<u>Director</u>
<u>Elizabeth (Liz)</u>	<u>Moreland-Mason</u>		<u>x</u>	<u>Director</u>
<u>Marchelle</u>	<u>Peters</u>		<u>x</u>	<u>Director</u>
<u>Fred</u>	<u>Shafer</u>	<u>x</u>		<u>President</u>
<u>Lewis (Louis)</u>	<u>White</u>	<u>x</u>		<u>Director</u>

Other Members Present: - Ann Ferner, Administrative Assistant

Guests: Mary McGovern and Krista Kiblaw

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.

No one requested a Public Forum.

Action Items:

Margaret Laney, seconded by Cheri Duddridge, made a motion to approve the **April 9, 2019** Board Minutes. All were in favor and the motion passed.

After discussion, Pat Doucette, seconded by Margaret Laney, made a motion to approve the **2019-2020 Budget**. All were in favor and the motion passed. Cheri Duddridge thanked Kristie Ondracek for her work as our Treasurer last year and Mike Lattal, for his work as Treasurer this year.

Discussion, need, and a feasibility study made it possible for the **purchase of another vehicle** for The Arc of Katy Day Program. Donna Bode made a motion to purchase a van, seconded by Cheri Duddridge. Margaret Laney amended the motion to give the committee the decision whether to purchase a van or bus for the Day Program. All were in favor and the motion passed.

Reports/Information Items:

A discussion was held on the undeveloped property on Baker Road as a potential site for The Arc of Katy. It was decided to pursue information about the utilities. Fred Shafer, President, and Walt Palen will meet.

Amy Campbell was appointed Co-chair of the Program Committee. Amy will be the primary contact for personnel and Carolyn Kares as the primary contact for programming.

Fred Shafer, President, is working to revise the Board Committee Descriptions.

Committee Reports:

Finance Committee-Mike Lattal, Treasurer, submitted A Balance as of March 31, 2019, Budget vs. Actuals: FY2019-FY 19 P&L September 2018 – March 2019, and detailed numbers of 12 months 2018 Actuals, 2018-2019 Budget, and the new budget 2019-2020.

Program Committee-Carolyn Kares and Amy Campbell, Co-chairs, reported that the last day of the Day Program will be Friday, May 17, 2019 and the start of the summer program will be June 3rd. Ann Ferner has conducted 12 tours in April/May, and 62 have signed up for the summer program as of May 7th. Staff training has been scheduled; three summer hires are returning; Dawn and Staff are working on when and how to use the church facility. Ann Ferner, Donna Bode, and Fred Shafer manned an Arc booth at the Brookwood Transition Fair.

Color for a Cause was held April 13, 2019. Thanks to our Arc Participants and Noriann for an outstanding job representing the Arc and its program during the Gala, and to Liz Mason for her help and direction in preparing the Arc art pieces and Gala favors.

The Arc Prom is scheduled for Saturday, May 11th at the Ballard YMCA from 7-9 p.m. The movie social will be Saturday, May 18th at the Arc Building.

Shafer Elementary Student Council presented Dawn Wethey, Staff, and Participants with a \$500.00 donation.

Board Development Committee, Ida Faye and Don Elder prepared a report thanking everyone who helped with the silent and live auctions. All silent auction items sold.

Communication and Marketing Committee, Margaret Laney and Amy Campbell will update The Arc of Katy Website in the next few weeks. New members are needed to help Margaret, Amy, Fred Shafer, Ann Ferner, and John Curry. Ambir Jarvis and Claire Goodman expressed interest.

2019 Gala Review, Margaret Laney, Fran Dahl and Cherie Duddridge will have a thank you reception and a Gala wrap-up meeting at 7:00 p.m. Wednesday, May 22nd. Thanks for everybody's participation and Joni Barker's guidance and her son Phil who placed all the information into our Greater Giving Program to produce receipts. Fred Shafer thanked everyone for a phenomenal gala! It is estimated that the Gala netted approximately \$80,000.

President's Report:

Fred Shafer reported that he will be serving on in 2019-2020 Giving Tuesday committee.

Willie's Grill and Icehouse will have a Spirit Night on May 28, 2019 and donate 15% of your check whenever you mention you are dining in support of The Arc of Katy.

Frost Bank's Grand Opening on June 13, 2019 will honor The Arc of Katy and present a check for \$5000.

The meeting adjourned at 8:20 p.m. The next meeting: June 11th at 6:30 p.m.

Respectfully submitted,

Donna Bode
Secretary
The Arc of Katy