Meeting Minutes

Annual Membership Meeting

Prosperity Bank

May 23, 2016

1. Call to Order and Determination of Quorum - Stewart Jacobson established a quorum was present and began the meeting at 6:03 p.m.

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| |  |  |  |  | | --- | --- | --- | --- | | Present | Absent | Guests | Staff Present | | Pat Bullard | Gaylon Butler | Chance Geary | Laura LaVigne | | Becky Geary | Larry Lobue | Hal Marshall | Cheryl Olivier | | Avis Goldy | Jack Molho | Bryan Schnick |  | | Jenny Gortney |  | Charles Swihart |  | | Allan Harris, Sr |  | Milton Wright |  | | Charlie Huber |  |  |  | | Stewart Jacobson |  |  |  | | Sharon Lee |  |  |  | | Larry Lobue |  |  |  | | Laurel Wendt |  |  |  | | Monica Wright |  |  |  | |  |  |  |
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1. Welcome Guests - Stewart Jacobson thanked everyone for coming and welcomed Chance Geary, Hal Marshall, Bryan Schnick, Charles Swihart and Milton Wright.
2. Public Comment – None
3. Consent Agenda –
4. Annual Meeting Minutes - June 29, 2015
5. Board Meeting Minutes – March 28, 2016
6. Executive Team Meeting Minutes – April 11 and May 11, 2016
7. Real Estate Committee Meeting Minutes – April 6, 2016

Motion to accept the Consent Agenda items were made by Avis Goldy, seconded by Diana Rushing. **Motion approved**.

1. Assignment of Items Removed from Consent Agenda to Agenda - No items removed.
2. Committee Reports:
3. Internal Committee:
4. Budget and Finance Committee Report:
   1. Jenny Gortney reviewed The Arc’s 2015 Annual Financial Report. A motion was made by committee to accept the 2015 Annual Financial Report. **Motion approved.**
   2. She also reviewed the 2015 Annual Financial Report for the Foundation. Motion to approve the Foundation’s 2015 Annual Financial Report was made by Avis Goldy. Seconded by Diana Rushing. **Motion approved**.
   3. Jenny reviewed the March & April 2016 YTD financials. A motion was made by committee to approve the March & April 2016 YTD financials. **Motion Approved.**
   4. Jenny stated that The Arc has funds in excess of their expenses. The Real Estate committee will determine where these funds could be better utilized.
5. Real Estate Committee Report:

Jenny provided an update on the Industrial Building lease. The lease has been sent to the tenant’s broker and we are waiting for it to be returned.

1. Audit Committee Report:

Jenny stated that the 2015 financial reviews and 990’s are in progress.

1. Governance Committee: Sharon Lee stated that there was no report at this time.
2. Stewart Jacobson recognized retiring board member, Laurel Wendt, for her service on the board and presented her with a commemorative plaque.
3. Stewart presented the proposed class of 2019 board of directors and nominating committee member for acceptance.

**Election of Class of 2019**

Monica Wright Position 6

Charles Swihart Position 7

Sharon Lee Position 8

Diana Rushing Position 9

Pat Bullard Position 10

Hal Marshall Position 11

**Election of Nominating Committee Member**

Bryan Schnick July 1, 2016 – June 30, 2018

1. Stewart administered the Oath of Office and then pronounced all Directors and Committee member duly installed. Motion made by Becky Geary. Seconded by Avis Goldy. **Motion Approved**
2. External Committee:

In Jack Molho’s absence, Laura LaVigne reported the following:

1. FASD Prevention Awareness Campaign- Access Health has loaded the training webinar on their system. Employees have 2 weeks to complete. The FASD kits have been distributed to their locations and the FASD awareness project will be in full force throughout Fort Bend County. Access Health also includes the WIC (Womens, Infants & Children) program and Laura will discuss implementing the project there, as well. Oakbend Medical Center was the first to implement the project. Laura met with nursing staff at Methodist Hospital Sugar Land to introduce the project. The CEO is supportive. She may need to approach the OB/GYN physicians that have privileges at Methodist Hospital, Sugar Land.

Lee Vela with Clear Channel Outdoor relocated a large FASD billboard to FM 359 and will have a new digital sign at Hwy 59 and FM 2218. Stewart Jacobson complimented Laura LaVigne on her exceptional work on the FASD project.

1. Kathy Moody Memorial Scholarship- funds were received in memory of Kathy Moody’s passing. So far the Moody Family has donated $5000 and pledged $20,000 in additional funds. We have four applicants so far. Bob Moody will have the honor of presenting the scholarships to the applicants at the Annual Awards Dinner on June 27, 2016.

The Arc has received approximately $2500 in memory of Frank Marsters. Laura will approach Linda to determine if she would like to designate the donations to a particular program.

1. “Wings for All” – the third event occurred on April 19, 2016, at George Bush Intercontinental Airport. Staff from Hobby Airport attended to observe the program. Forty people participated. The event was a heartwarming event for all.
2. Athletic Banquet – scheduled for June 5 at Safari Texas. Diana Rushing, Monica Wright, Stewart Jacobson, Becky Geary and Alan Harris volunteered to help.
3. Golf Classic – scheduled for June 20, 2016 at Weston Lakes. Laura encouraged Board members who are not golfing, to attend the dinner at no cost. We will have two of our Special Olympics’ golfers playing.
4. Annual Awards Dinner – scheduled for June 27 at Safari Texas. We currently have 29 award recipients.
5. Laura pointed out the three retractable banners recently received. They effectively advertise what we do in the community and will be on display at all upcoming events.

VII. New Business – Stewart Jacobson stated the names of the proposed Foundation Board members for the class of 2019 for acceptance. Himesh Gandhi asked if there were “term limits” for Foundation board members. Charlie Huber explained that when the Foundation was incorporated, the bylaws purposefully did not include term limits. However, that was a number of years ago. After discussion, Himesh suggested that The Arc should consider term limits for board members of The Arc Foundation.

**Election of The Arc of Fort Bend County Foundation Class of 2019**

Bob Brown

Bob Ewing

John Null

Motion was made by Jenny Gortney. Seconded by Becky Geary. **Motion Approved**

VIII. Old Business:

Executive Director’s Report: Laura asked Board members to review the Executive Director’s report that is available in the board packet.

IX. Closed Session: None

X. Meeting adjourned at 6:57 p.m.

Submitted by: Attested to:

Cheryl Olivier Becky Geary

Administrative Assistant Secretary

The Arc of Fort Bend County Board of Directors

**The next scheduled meeting will be on Monday, July 25, 2016**