

The Arc of Amador & Calaveras
Board Meeting Minutes
July 29, 2019

The meeting was held at the Amador Campus in Sutter Creek

In attendance were:

BOARD:

Lynn Thompson
Marilyn Sibillia
Forrest Schwabe
Josef Bisagno
Dawn Burcio
Grant Reynolds
Jacquelyn Fletcher
Suzette Ariza
Chella Hurtado

ABSENT:

Anna Newman

MANAGERS:

Karyn Gregorius
Kim Vinciguerra
Linda Radcliff
Ileishia Knigge

Meeting called to order by Grant R. at 5:30pm.

Motion to approve the agenda made by Suzette A., seconded by Lynn T. Passed unanimously.

Motion to approve the June 24, 2019 Board Meeting minutes made by Dawn B., seconded by Suzette A. Passed unanimously.

Motion to approve Annual Membership Meeting Minutes made by Dawn B., seconded by Suzette A. Passed unanimously.

Managers Reports:

Calaveras: There were no questions in regards to Ericka's report.

Supported Living Services: There were no questions in regards to Jamie's report

Supported Employment Services: Ileishia shared that she is excited about the upcoming rate increase; she watches the Supported Employment budget carefully and the increase will help. The Supported Employment program has received several new referrals and will be conducting interviews in August to fill a full time position opening created by a staff person transferring to an open position at the Calaveras Campus day program.

Amador: Kim reported that everything is well. All program participants who chose to were able to go to the Amador County Fair. Staff took measures to keep everyone cool during the hot weather and consumers seemed to have a great time. Amador Transit offered transportation to the fair which we are very grateful for. Blue Ribbons were awarded for great pieces of art and delicious baked goods displayed

at the fair. The Talent show is coming up a week from Friday and everyone is looking forward to it. Kim extended a big welcome to the new board members. There were no questions in regards to Kim's report.

Director of Operations: There were no questions regarding Lurali's report.

Executive Director: We ended another fiscal year in the positive. Our Arc chapter is working with Autism Speaks to offer a public town hall style meeting on Autism. The meeting will offer resources and information to consumers, providers and families and is scheduled to take place in Jackson on August 27th. St. Catherine's University has offered The Arc an opportunity to partner with the college to offer clinical field experience to their students. Discussion took place regarding the proposed contract. Motion to approve the Agreement for Clinical Experience with St. Catherine University made by Dawn B., seconded by Lynn T. Passed unanimously.

Treasurer's report: Revenue from Amador Community Services (day program) and Rehabilitation ended the fiscal year above budget. The investment account ended the fiscal year in the positive as well. We are currently trying new things to boost revenue for Recreation and Supported Living. Linda is gathering information for the annual audit and feels confident in going through the process for the first time with The Arc. Motion to approve the June financial statements subject to audit made by Dawn B. and seconded by Suzette A. Passed unanimously.

Old Business:

Audit Committee: The annual audit is scheduled to take place on August 28 and 29th. Forrest S. and Marilyn S. both volunteered to serve on the Audit Committee this year.

Finance Committee: Jacquelyn F. and Grant R. volunteered to serve on the Finance Committee this year. A portfolio review meeting with The Arc's financial advisor will be scheduled for August.

New Business:

Strategic Plan: The process for developing the 2020-2023 Strategic Plan has begun. Per CARF's recommendation, The Arc will be conducting a SWOT Analysis to identify strengths, weaknesses, opportunities and threats. Karyn passed out informational packets regarding the SWOT process and asked the board members to bring completed feedback forms to the Board Orientation. Management team, staff, consumer and stakeholder feedback will be considered in the development of the new strategic plan.

Board Orientation: The Board Orientation meeting will be held in place of August board meeting. After discussion, the Board Orientation meeting was scheduled for August 19th at 5:30pm at the Jackson location.

Upcoming events:

Annual Talent Show – August 9, Jackson Rancheria Grand Oak Ballroom

Staff, Board and Volunteer Appreciation Banquet- October 17th

Amador Thanksgiving Luncheon- November 26, 2019

Winter ArCreations Art Show and Sale- December 7, 2019

Public comment: No public comments.

Motion to adjourn at 6:10 made by Dawn B., Seconded by Lynn T. Passed unanimously.