

The Arc of Amador & Calaveras

**Board Meeting Minutes**

**October 26, 2020**

This meeting was held remotely due to the Covid-19 Pandemic.

**Board:**

Grant Reynolds  
Mariyln Sibillia  
Jacquelyn Fletcher  
Josef Bisagno  
Dawn Burcio  
Anna Newman  
Eric Figel

**Absent:**

Lynn Thompson  
Graciella Hurtado

**Managers:**

Karyn Gregorius, E.D.  
Lurali Moore, DoO  
Linda Radcliff, CFO

Meeting called to order by Grant R. at 5:32 PM.

Motion to approve the Agenda made by Dawn B. and seconded by Jacque F. Passed unanimously.

Motion to approve September 28<sup>th</sup> and October 19<sup>th</sup> meeting minutes made by Jacque F. and seconded by Dawn B. Passed unanimously.

**CPA Presentation** – Tara Eastwood from Bowman & Company, LLP went over the details of the draft financial audit. The draft 990, California Exempt Organizational Annual Information Return and RRF1 have been given to the Board for review. Once approved, the tax forms will be filed.

Thank you to Linda for all of her hard work on the virtual audit!!! Linda expressed that this audit was a great learning experience and she will use it as a foundation for next year.

**Managers Reports:**

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

**Supported Living:** The SLS team has been very busy, Lurali has been learning a lot of new things while acting as director for the program. She shared that it's been a real adventure with what she learns every day. Thank you for all you do Lurali!! There were no questions in regards to Lurali's report.

**Supported Employment:** There were no questions in regards to lleshia's report.

**Amador:** There were no questions in regards to Kim's report.

**Director of Operations:** We've been accumulating a lot of PPE's and supplies and stockpiling them in Karyn's office in preparation for the reopening of our day programs. There were no questions in regards to Lurali's report.

**Executive Director:** We have purchased a new van for our Calaveras day program! The van is replacing the old recycling van. The other new van awarded through the 5310 Grant from CalTrans is complete. Delivery will be scheduled once the State performs the vehicle inspection.

Department of Rehabilitation – A representative from the Department of Rehabilitation contacted The Arc to share information about a technology program. The program is called The Voice Options Program. Through the program, individuals with speech difficulties qualify for an iPad. This iPad is a speech-generating device with apps that will help meet their speech needs. They are looking to get the word out about this new program, and are looking for organizations like ours to become providers. They'd pay up to \$2,500 for us to purchase the iPads, along with the apps, do the paperwork, and to get the word out to our folks. Motion to approve The Arc becoming a provider of the Department of Rehabilitations Voice Options Program made by Dawn B. and seconded by Jacque F. Passed unanimously.

**Treasurer's Report / Financials:** There were no questions in regard to the financial statements. Motion to approve the September financials subject to audit made by Dawn B. and seconded by Marilyn S. Passed unanimously.

**Investment Report:** The Edward Jones Investment account declined in value this month.

**Old Business:**

**Audit Committee** – Motion to approve the 2019/2020 draft audited financials as presented made by Jacque F. and seconded by Dawn B. Passed unanimously.

**Federal Tax Return** – Motion to approve the 990, California Exempt Organizational Annual Information Return and RRF1 as presented, made by Jacque F. and seconded by Marilyn S. Passed unanimously.

**COVID-19 Protection Plan** – The COVID-19 Protection Plan was revised based on a recently released Community Care Licensing Provider Notification and input from the Amador County Public Health Officer. We are scheduled to reopen our day programs the first week in December (November 30<sup>th</sup>) on a limited basis. Motion to approve the revised COVID-19 Protection Plan made by Dawn B. and seconded by Jacque F. Passed unanimously.

**New Business:** None.

**Upcoming Events:**

**December 4<sup>th</sup>, 2020** – 49<sup>th</sup> Annual Holiday Raffle

Jessica shared that raffle ticket sales are going very well. We have above \$2,000 in raffle ticket sales so far. We have collected quite a bit of prizes and she shared how grateful she feels that our small town businesses are so generous and giving during this hard time and really believe and support our mission.

Karyn shared that we received a very generous donation last week. A member of our community had a brother with intellectual and developmental disabilities who received services through a few different programs in Stockton. He passed away last year. She shared that his life, as well as his family member's lives, were highly impacted by the support he received through services like The Arc's. A donation to The Arc of \$5,000 was made in his memory.

Dawn B. asked if The Arc will be participating in Giving Tuesday this year. Karyn said that The Arc is signed up to participate. Due to COVID, the event had to change significantly from the way it was held last year. The Amador Community Foundation is still working out the details.

**Public Comment:** None.

Motion to adjourn the meeting at 6:22 PM made by Dawn B. and seconded by Jacque F. Passed unanimously.