

The Arc of Amador and Calaveras

**Board Meeting Minutes**

**July 25<sup>th</sup>, 2022**

This meeting was held remotely due to the Pandemic.

**Board:**

Lynn Thompson  
Jonathan Zahodne  
Dawn Burcio  
Jacquelyn Fletcher  
Grant Reynolds  
Carol Smith  
Josef Bisagno

**Absent:**

Lottie Tone  
Kimo Kamakaalohaamaikalani  
Graciela Hurtado

**Managers:**

Karyn Gregorius, ED  
Lurali Moore, DoO

Meeting called to order at 5:36 PM by Jacquelyn F.

Motion to approve the Agenda made by Lynn T. and seconded by Dawn B. Passed unanimously.

Motion to approve the June 27<sup>th</sup> Board Meeting minutes made by Dawn B. and seconded by Grant R. Passed unanimously.

Motion to approve the June 27<sup>th</sup> Annual Membership Meeting minutes made by Dawn B. and seconded by Lynn T. Passed unanimously.

**Managers Reports:**

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

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

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

**Director of Operations:** There were no questions in regards to Lurali's report.

**Executive Director:** Karyn reported there were two Serious Incident Reports (SIR) today, one was a COVID positive and the other was a fire evacuation of Amador Day Program due to the fire burning at the nearby Alpine timber product facility. The Arc has reported seven consumer positive tests for COVID in the month of July so far. Lurali has been in Calaveras County this week attending a FEMA training. There were no questions in regards to Karyn's report.

**COVID-19 Update:** Karyn and Dr. Kerr of Amador County Public Health Department spent some time discussing a new Licensing PIN and reviewing the CDPH and CDC guidance for adult day centers. There is no recommendation to re-open our day programs full time at this time as we are required to follow the strictest guidelines. Although we are not able to transition completely back to "normal" we are still able

to provide services and are all doing our best to provide the highest quality services while complying with the guidance.

**Treasurer's Report/Financials:** Maintenance costs are high this month due to the truck repair and quarterly maintenance on our vehicles. Motion to approve the July financials subject to audit made by Grant R. and seconded by Dawn B. Passed unanimously.

**Edward Jones Investment Report:** The investment account posted a loss this month.

**Renewal of CD Secured Line of Credit:** The \$80,000 CD secured line of credit is up for renewal in October, the renewal process starts in August. Discussion took place regarding the line of credit. Motion to approve renewing the CD secured line of credit made by Dawn B. and seconded by Grant R. Passed unanimously.

**Committee Reports:**

Audit Committee – Linda has started the Audit preparation process. Linda and Karyn have been in contact with the auditors. Dawn B. and Grant R. will serve on the Audit Committee.

Finance Committee – Annual Investment portfolio review is coming up. Jacquelyn F. and Grant R. will serve on the Finance Committee.

Personnel Committee – Dawn B., Jacquelyn F., and Grant R. will serve on the Personnel committee with Jonathan Z. serving as the alternate.

**New Business:**

- Motion to approve the 2022/2023 Meeting, Holiday and Event Schedule made by Dawn B. and seconded by Lynn T. Passed unanimously.
- Board Orientation – is scheduled for August 29<sup>th</sup> via Zoom, Karyn will mail the Board Orientation packets to all Board members.
- Board, Staff, Volunteer Banquet Dinner – will be postponed again this year due to the ongoing COVID-19 pandemic.
- Winter ArCreations Art Show & Sale/Annual Holiday Raffle – December 3<sup>rd</sup>, time TBA.

CalNonprofits would like to be the broker for The Arc's 125 to simplify enrollment and benefit notifications to staff. Karyn will check with BRI to confirm that we can keep the plan with them and assign CalNonprofits as our broker.

**Public Comment:** There was no public comment.

Motion to adjourn the meeting at 6:12PM made by Dawn B. and seconded by Lynn T. Passed unanimously.