



Board of Directors Meeting
 Minutes
 January 23, 2017

- I. Call to Order and Determination of Quorum: Stewart Jacobson established a quorum was present and began the meeting at 6:00 p.m.

Present	Absent	Guests	Staff Present
Pat Bullard	Himesh Gandhi	Kevin Barker	Laura LaVigne
Becky Geary	Diana Rushing	Charlie Swihart	Cheryl Olivier
Avis Goldy			
Jenny Gortney			
Allan Harris, Sr.			
Charlie Huber			
Stewart Jacobson			
Sharon Lee			
Larry Lobue			
Hal Marshall			
Charles Swihart			
Monica Wright			

- II. Welcome Guests: Stewart Jacobson thanked everyone for coming and welcomed Kevin Barker and Charlie Swihart
- III. Public Comment: Kevin Barker thanked Laura for all of her help with the Legislative Advocacy at Texana Center concerning Medicare Home & Community Based Services.
- IV. Consent Agenda: Motion to accept the Consent Agenda items made by Avis Goldy, seconded by Becky Geary.
Motion approved.
- V. Assignment of Items Removed from Consent Agenda to Agenda: No items removed.
- VI. Board Education:
 Laura stated that she presented to parents at Texana Center regarding the Medicare, funding for Community Based Supports and the CMS Rule. She wanted the Board to have the same information, and so, reviewed all of the information for the Board. Laura explained the 2014 CMS Rule and how Texas proposes to implemented the mandate.
- VII. Committee Reports
 - A. Internal Committee:
 - i. Budget & Finance
 - a. Jenny Gortney reviewed the December 2016 financials. A motion was made by committee to approve the December 2016 Financials. **Motion approved.**
 - b. Jenny discussed the \$263,000 that was transferred to The Foundation in 2015 and 2016. If we permanently grant the \$263,000 to The Foundation it would reflect a negative to our balance

sheet. Instead of granting the money to The Foundation, the B&F committee decided to apply it to the Cypress Point building loan. A request has been sent to The Foundation to apply the full amount to the principal. Pat Bullard thanked Jenny Gortney for all her work on this issue.

ii. Real Estate Committee:

The Board convened in closed session at 6:55 p.m. to discuss the lease renewal for the Cypress Point home. The board reconvened in open session at 6:57 p.m.

- a. Motion made by committee to renew the Cypress Point home lease according to the recommendations made by the Real Estate committee. **Motion approved.**

C. External Committee:

Becky Geary reported:

- a. The Arc will be celebrating its 50th Anniversary in 2018 and welcomed everyone to serve on the planning committee. Laura added that the Best in the West will be celebrating its 40th anniversary in 2018 and encouraged any ideas from the Board. Becky stated that the External Committee will be meeting before the next Board meeting and will have a report for the Board.
- b. Becky reviewed the income and expense totals for the Best in the West. Stewart stated that he attended the Best in the West Wrap-Up meeting and thanked all the volunteers and committee members on behalf of the Board.

D. Governance Committee:

Sharon Lee stated there was nothing to report at this time.

E. Governance Committee:

Stewart Jacobson announced that Himesh Gandhi has resigned from The Arc's board due to medical issues.

Laura discussed progress on completing the Matrix Map. Its purpose is to evaluate what we are doing and why. The three program directors and she have completed a two week "time-study" documenting a snapshot of how they are spending their time. Charlie Huber will be assisting Laura on the Matrix Map project since Charlie has taken the training. The plan is to discuss with the Board not only what The Arc does but how and why we do. Charlie Huber discussed The Arc's Core Value of Advocacy. The Executive Committee will be overseeing the completion of the Matrix Map and the board will develop goals from the data. We will spend 2017 completing the work and have the plan for 2018.

IX. New Business: There was no new business to discuss.

X. Old Business: There was no old business to discuss.

X. Stewart adjourned the meeting at 7:30 p.m.

Submitted by:
Cheryl Olivier
Administrative Assistant
The Arc of Fort Bend County

Attested to:
Becky Geary
Secretary
Board of Directors

The next scheduled meeting will be on Monday, March 27, 2017