



**Board Meeting Agenda**  
**123 Brooks St.**  
**Monday December 18, 2023 (Dinner 5:30 pm)**

- I. Call to Order & Determination of a Quorum – H. Marshall
- II. Welcome Stewart Jacobson to the Board – H. Marshall
- III. Public Comment
- IV. Consent Agenda – H. Marshall  
Board Meeting Minutes 10/24/2023  
**Action Item: Approve Consent Agenda**
- V. Assignment of Item(s) Removed from Consent Agenda to Agenda
- VI. Committee Reports: H. Marshall
  - A. Executive Committee – H. Marshall  
Executive Committee Meeting Minutes 12/13/2023
  - B. Governance Committee – A. Johnston
    - 1. Strategic Planning
    - 2. 2024 Operating Plan
  - C. Budget and Finance Committee: M. Neely
    - 1. November 2023 YTD Financials
    - 2. 2024 Draft Operating Budget
    - 3. Julie Rivers Operating and Capital Accounts Income & Expenses Reports (**Closed Session**)**Action Item: Approve November 2023 YTD Financials**
  - D. Real Estate Committee - T. Zafar (**Closed Session**)
    - 1. Real Estate Committee Meeting Minutes 11/01/2023 & 12/06/2023
    - 2. Julie Rivers Renovation: Contractor Meeting Review**Action Item: Approve lease terms and conditions for Manorfield Ct. Home**
- VII. CEO Report
  - A. Program Highlights October & November 2023
  - B. Fundraising and Public Relations Liaison Position- Update
- VIII. Old Business – H. Marshall  
"Best in the West" Income and Expense Report
- IX. Adjourn

**Next Board Meeting: Monday, January 22, 2024**



Board of Directors Meeting Minutes  
October 24, 2023  
Start time 6:00 p.m. - Adjourned 7:14 p.m.  
The Arc Office

*Attendees:* H. Marshall, Chairperson; T. Zafar, Vice Chairperson (joined at 6:30 pm), T. Duez, Secretary; A. Johnston, Chair of Governance Committee; L. Lobue, Past Chairperson; J. Alcala-Hamilton; K. Casey; S. Lee; L. LaVigne, CEO

*Absent:* M. Neely, Treasurer

*Guests:* Karri Axtell

**I. Call to Order & Determination of Quorum**

H. Marshall determined a quorum was present and called the meeting to order

**II. Welcome Guests**

H. Marshall welcomed Karri Axtell

**III. Public Comment**

None

**IV. Consent Agenda**

A. Board Meeting Minutes – 09.26.2023 H. Marshall informed the board that the minutes were updated and finalized earlier in the day on 10/24/2023

B. Patterson requests a change in the Foundation Bylaws which would accurately reflect current procedures. Procedurally, the Foundation nominates a board candidate and The Arc's Board of Directors is asked for approval.

**Motion to accept consent agenda by J. Alcala-Hamilton. Seconded by S. Lee.**

**Motion Approved**

**V. Assignment of Item(s) Removed from Consent Agenda to Agenda**

(None)

**VI. Committee Reports**

**A. Executive Committee - Chair H. Marshall**

Executive Committee Meeting Minutes 10/11/2023 – H. Marshall reported that the Executive Committee approved the nomination of Cynthia Turner to the Foundation Board of Directors. In discussion, Johnston suggested C. Turner would be better candidate for The Arc Board of Directors with her strategic planning background being what The Arc Board needs, and Stewart Jacobson (who is recommended for The Arc Board later in the agenda) would be better suited for the Foundation Board with his finance background.

Marshall explained that Cynthia Turner was approached by James Patterson, President of the Foundation Board, to serve on that Board. Further, H. Marshall approached Stewart Jacobson

and asked him to serve on The Arc's Board. Stewart agreed. L Lavigne stated the two positions cannot be just be switched.

**Motion to accept Cynthia Turner to serve on the Foundation Board of Directors by K. Casey, Seconded by L. Lobue. Motion Approved**

**B. Governance Committee – A. Johnston**

Discuss Rice University Capstone Project – Get Strategic Planning Back on Calendar

1. H. Marshall mentioned revisiting A. Johnston's 2022 one-page summary of our previous strategic planning work as a good starting point, along with a review of the Capstone project reports by the Governance Committee.
2. H. Marshall also suggested talking with C. Turner to ascertain if she would be interested in assisting The Arc with future strategic planning. A. Johnston agreed to reach out to her and locate the 2022 one-page summary.

**C. Budget and Finance Committee – S. Lee** (in M. Neely's absence)

1. September 2023 YTD Financials: H. Marshall pointed out that the Long-Term Liabilities on the Balance Sheet still reflected the balance owed to the Foundation for the previous loan of the Brazos Glen property. This should be removed as the balance was paid on August 31, 2023, when the property was sold.
2. Julie Rivers Grant and Operating Income & Expenses Reports were reviewed.
3. Funds remaining from the sale of Brazos Glen: B&F committee recommends transferring the net proceeds to the Foundation (per our Internal controls policy); to be applied as a pay-off of the Cotter Ln loan. The Board discussed keeping the funds available for Julie Rivers renovation cost overruns. K. Casey stated we should know in the next 60 days if we'll need extra funds - pending completion of the renovations. Main "cost overrun" concerns are electrical and plumbing.
4. Board supports using the funds for Cotter Ln. loan payment at the end of the 90-day window (November 30) to complete the transfer of the funds to the Foundation.
5. L. LaVigne asked if the any of the previous costs of repairing Brazos Glen should be reimbursed. J. Schulte will compile the total funds used after insurance and provide them to Budget & Finance Committee.

**Board Approved Sept 2023 Financials subject to the removal of the Brazos Glen loan balance from the Long-Term Liabilities on the Balance Sheet.**

**Board Approved using Brazos Glen funds to pay-off Cotter Ln. loan at the end of November.**

**D. Real Estate Committee – T. Zafar**

1. T. Zafar provided the Board an update on the Texana/Cypress Point building issue and Texana closing its Missouri City Learning Center due to its financial issues. (see R/E Committee minutes for September and October).
2. Committee is looking at all options for the building which is valued at about \$1,000,000 and still has a loan balance for the prior renovations.
3. Provider, "All The Little Things Count" may be interested in leasing the entire building at \$9,750/month (as-is) for 5 years. The situation is fluid and the R/E

Committee is fully engaged. Entire Board will be notified as/when decisions need to be made.

**VII. CEO Report: L. LaVigne**

- A.** Briefly reviewed program highlights for September 2023
- B.** Discussed revisions needed to shorten the wording in the dedication plaque for Julie Rivers.
- C.** L. LaVigne shared that she has received three applications for the Fundraising and Public Relations Liaison Position

**VIII. New Business: H. Marshall**

- A.** H. Marshall discussed moving the Board meetings back to Monday evenings. L. Lobue brought up that Special Olympics basketball practice will be on Mondays but they are looking to shift the other practices to other days/times.

Board agreed to move meetings back to Monday at 6:00 pm beginning with the Dec. 18, 2023 Board meeting.

**B. “Best in the West” Raffle Ticket Sales, Table Sales, Dessert Corral Donations**

1. So far, 65 tables have been sold for the Western Dance. The Board is looking for donations of desserts for our Dessert Corral. Discussion of Special Olympics athletes being greeters at the Western Dance and doing it again in 30-minute shifts for the first couple of hours.
2. T. Zafar brought up a concern about The Arc’s liability around the dessert corral. The Arc does carry event insurance.
3. H. Marshall encouraged board member support and to invite friends and neighbors to buy tables for the event.

**C. Stewart Jacobson – Nominee for Board of Directors**

H. Marshall discussed his lunch meeting with Stewart Jacobson, former Arc Board member and former Board Chair and, that due to Stewart’s extensive interest in and knowledge of The Arc, Hal asked him if he would consider serving again. Stewart replied that he would like to join the board.

**Motion to approve nomination beginning 2023 – 2025 by K. Casey, Seconded by T. Zafar**  
**Motion Approved**

**IX. Adjourn:** Meeting adjourned at 7:14 PM

**Next Board of Directors Meeting: Monday, December 18, 2023**

# The Arc of Ft. Bend County Balance Sheet

As of November 30, 2023

Nov 30, 23

## ASSETS

### Current Assets

#### Checking/Savings

##### Cash

Julie Rivers	363,869.05
Facilities Repairs Account	34,463.67
Credit Card Account	10,753.20
Fundraising (WD)	20,699.43
Money Market	481,272.29
Operating Account	62,731.63

Total Cash	973,789.27
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Total Checking/Savings	973,789.27
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#### Other Current Assets

##### Prepaid Insurance

Crime	262.75
Cyber Liability	1,050.00
General/Professional Liability	3,588.00
Auto	8,421.08
D&O	1,803.00
Umbrella	3,481.50
Professional Liability	1,242.25
Property	48,038.91
Worker's Comp	731.91

Total Prepaid Insurance	68,619.40
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Total Other Current Assets	68,619.40
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Total Current Assets	1,042,408.67
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### Fixed Assets

Julie Rivers Property	1,607,681.37
Net Assets Donor Restriction	-750,000.00
Building-Commercial Property	1,195,871.59
Improvements-Commercial Propert	921,307.20
Building - Homes	2,137,802.01
Improvements-Homes	414,944.45
Land	804,768.00
Leasehold Improvemnt.123 Brooks	66,899.00
Office Equipment	5,324.02
Furniture and Fixtures	6,720.00
Computer Equipment	15,757.00
Automotive	76,832.44
Accumulated Depreciation	-2,419,370.92

Total Fixed Assets	4,084,536.16
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### Other Assets

Contribution to Foundation	-0.34
Escrow - Rychlik Job Services	2,500.00
Earnest Money	1,000.00

Total Other Assets	3,499.66
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# The Arc of Ft. Bend County Balance Sheet

As of November 30, 2023

	Nov 30, 23
<b>TOTAL ASSETS</b>	<b><u>5,130,444.49</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable-ARC	-79.11
<b>Total Accounts Payable</b>	<u>-79.11</u>
<b>Other Current Liabilities</b>	
Retirement Plan Payable	595.00
Taxes Payable-Fed W/H	43.20
Taxes Payable-SUTA	18.02
<b>Total Other Current Liabilities</b>	<u>656.22</u>
<b>Total Current Liabilities</b>	<u>577.11</u>
<b>Long Term Liabilities</b>	
N/P-ARC Fdn (Worley Dr)	213,625.39
Security Deposits Payable	20,840.00
N/P-ARC Fdn (Chapman Falls)	57,613.54
N/P-ARC Fdn (5141 Cotter Ln)	78,766.93
N/P-ARC Fdn (2715 Cypress Impr)	171,845.37
N/P-ARC Fdn (Manorfield)	120,729.66
N/P-ARC Fdn (Rustic Trail)	127,567.56
N/P-ARC Fdn (5618 Wagon Wheel)	103,193.74
N/P-ARC Fdn (Whispering Creek)	227,938.41
N/P-ARC Fdn(2607 WillowSprings)	115,921.63
<b>Total Long Term Liabilities</b>	<u>1,238,042.23</u>
<b>Total Liabilities</b>	<u>1,238,619.34</u>
<b>Equity</b>	
Unrestricted Contra R&M Reserve	93,242.00
Unrestricted Net Assets	2,469,641.17
Net Income	1,328,941.98
<b>Total Equity</b>	<u>3,891,825.15</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>5,130,444.49</u></b>

**The Arc of Ft. Bend County**  
**Profit & Loss Budget Performance**  
November 2023

	<u>Nov 23</u>	<u>Jan - Nov 23</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
Grants - Julie Rivers	0.00	1,250,000.00				
Facilities Other Income	0.00	18,572.58				
Ride fee	230.00	370.00	350.00	20.00	105.71%	350.00
Youth Social	210.00	1,250.00	1,000.00	250.00	125.0%	1,000.00
Real Estate (Other Income)	0.00	70.00				
Riveredge Mortgage Payment	0.00	1,036.41	1,036.00	0.41	100.04%	1,036.00
Bowling - Lane Fee Income	827.00	6,250.00	4,150.00	2,100.00	150.6%	4,800.00
Donations & Contributions	150.00	40,756.08	20,130.00	20,626.08	202.46%	22,000.00
Donations - Designated	0.00	1,740.00	1,175.00	565.00	148.09%	1,500.00
<b>Fundraising Event</b>						
Auction / Bid Board Item	115,392.90	150,725.90				
Donation / Grant	2,025.00	41,175.00				
Raffle	18,300.00	52,139.85				
Sponsorship	22,172.15	54,619.50				
Tickets / Tables / Teams	15,207.34	44,499.21				
Fundraising Event - Other	1,600.00	69,566.20	375,000.00	-305,433.80	18.55%	407,000.00
<b>Total Fundraising Event</b>	174,697.39	412,725.66	375,000.00	37,725.66	110.06%	407,000.00
Grant - CDBG Fort Bend	0.00	35,471.30	37,905.00	-2,433.70	93.58%	41,605.00
Grant - FBJSJL	0.00	0.00	0.00	0.00	0.0%	15,000.00
Grants - Other	0.00	25,000.00	25,000.00	0.00	100.0%	45,000.00
Membership Revenue	180.00	9,461.48	5,500.00	3,961.48	172.03%	6,000.00
Rental Income	50,700.00	457,770.03	420,750.00	37,020.03	108.8%	459,000.00
Social Rec Fees	555.00	5,961.81	4,950.00	1,011.81	120.44%	5,400.00
<b>Total Income</b>	<u>227,549.39</u>	<u>2,266,435.35</u>	<u>896,946.00</u>	<u>1,369,489.35</u>	<u>252.68%</u>	<u>1,009,691.00</u>
<b>Gross Profit</b>	227,549.39	2,266,435.35	896,946.00	1,369,489.35	252.68%	1,009,691.00
<b>Expense</b>						
<b>JULIE RIVERS</b>						
Supplies	0.00	175.00				
Cleaning	340.00	4,695.00				
Earnest / Escrow	0.00	30,000.00				

**The Arc of Ft. Bend County**  
**Profit & Loss Budget Performance**  
November 2023

	<u>Nov 23</u>	<u>Jan - Nov 23</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Landscaping	0.00	5,175.00				
Purchase	0.00	0.00				
R&M	190.00	570.00				
Renovations						
Permits	0.00	1,035.00				
Inspections	0.00	3,298.27				
Renovations - Other	8,216.94	10,244.46				
<b>Total Renovations</b>	<b>8,216.94</b>	<b>14,577.73</b>				
Trash / Recycling Services	116.70	898.60				
Utilities	1,221.23	8,047.43				
<b>Total JULIE RIVERS</b>	<b>10,084.87</b>	<b>64,138.76</b>				
Printing and Reproduction	0.00	0.00	0.00	0.00	0.0%	500.00
Casey Connection	0.00	6,505.00	3,700.00	2,805.00	175.81%	4,000.00
Auto / Vans - Repairs & Maint.	0.00	2,884.14	1,800.00	1,084.14	160.23%	1,800.00
Advocacy in Action						
Information / Referral	0.00	233.54	900.00	-666.46	25.95%	1,100.00
Educational Advocacy	0.00	1,391.92	1,132.00	259.92	122.96%	1,372.00
Advocacy in Action - Other	0.00	394.28				
<b>Total Advocacy in Action</b>	<b>0.00</b>	<b>2,019.74</b>	<b>2,032.00</b>	<b>-12.26</b>	<b>99.4%</b>	<b>2,472.00</b>
Reconciliation Discrepancies	0.00	0.57				
Accounting, Audit, Payroll	4,115.24	11,931.93	14,786.75	-2,854.82	80.69%	16,131.00
Advertising & Marketing	61.83	1,165.40	495.00	670.40	235.43%	550.00
Affiliation/Asso/Mbrship/Certs	33.57	6,444.05	3,353.00	3,091.05	192.19%	3,353.00
Bank & CC Charges	563.43	3,020.32	2,750.00	270.32	109.83%	6,000.00
Board Expenses	113.32	1,348.66	6,259.88	-4,911.22	21.55%	6,829.00
Community Outreach	115.00	3,337.20	2,800.00	537.20	119.19%	3,000.00
Conferences	0.00	51.69	75.00	-23.31	68.92%	400.00
Continuing Education/Staff Dev	0.00	540.00	0.00	540.00	100.0%	100.00
Donations / Contributions	102.00	302.00				
Employee Expenses						
Employee Salaries	33,031.72	355,821.73	348,339.75	7,481.98	102.15%	380,007.00
Employee-FICA/Medicare	2,047.95	21,997.10	26,648.42	-4,651.32	82.55%	29,071.00
Employee-Health/Dental	8,104.39	87,449.29	81,403.63	6,045.66	107.43%	88,804.00



**The Arc of Ft. Bend County**  
**Profit & Loss Budget Performance**  
**November 2023**

	<b>Nov 23</b>	<b>Jan - Nov 23</b>	<b>YTD Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>	<b>Annual Budget</b>
Employee-Medicare	478.98	5,158.47				
Employee-Retirement Plan	0.00	7,305.19	0.00	7,305.19	100.0%	7,600.00
Employee-SUTA	0.00	167.41	4,644.00	-4,476.59	3.61%	4,644.00
Mileage Reimbursement	0.00	0.00	0.00	0.00	0.0%	800.00
<b>Total Employee Expenses</b>	<b>43,663.04</b>	<b>477,899.19</b>	<b>461,035.80</b>	<b>16,863.39</b>	<b>103.66%</b>	<b>510,926.00</b>
Event Expenses	14,857.54	58,484.57	44,800.00	13,684.57	130.55%	49,055.00
Facilities HOA Fees	0.00	10,268.70	9,850.00	418.70	104.25%	9,850.00
Facilities Landscaping	0.00	650.00				
Facilities (Other)	0.00	2.00				
Facilities Prop Mgmt Fees	1,300.00	14,300.00	14,300.00	0.00	100.0%	15,600.00
Facilities R&M / Improvements	3,400.49	131,048.62	69,210.00	61,838.62	189.35%	75,500.00
Facilities Utilities	0.00	688.86				
<b>Insurance</b>						
General/Professional Liability	0.00	0.00	7,261.00	-7,261.00	0.0%	7,261.00
Crime	0.00	0.00	300.00	-300.00	0.0%	300.00
Workers Comp	0.00	1,526.00	1,437.00	89.00	106.19%	1,437.00
Property	-148.00	-148.00	47,863.00	-48,011.00	-0.31%	47,863.00
Cyber Liability	1,200.00	1,200.00	1,200.00	0.00	100.0%	1,200.00
Auto	309.60	309.60	9,624.00	-9,314.40	3.22%	9,624.00
D&O	2,154.00	2,154.00	2,061.00	93.00	104.51%	2,061.00
Umbrella	2,678.00	2,678.00	3,979.00	-1,301.00	67.3%	3,979.00
Insurance - Other	82,167.00	82,167.00				
<b>Total Insurance</b>	<b>88,360.60</b>	<b>89,886.60</b>	<b>73,725.00</b>	<b>16,161.60</b>	<b>121.92%</b>	<b>73,725.00</b>
Interest Expense	5,106.40	57,040.55	60,150.71	-3,110.16	94.83%	65,234.71
Meals & Supplies / Meetings	0.00	157.37	150.00	7.37	104.91%	250.00
<b>Office</b>						
Lease 119 & 123	0.00	465.60	233.00	232.60	199.83%	233.00
Website	0.00	370.37	400.00	-29.63	92.59%	1,000.00
Computer / Software	-32.32	560.95	400.00	160.95	140.24%	3,000.00
Copier Lease	704.30	5,352.03	5,089.26	262.77	105.16%	5,552.00
Repairs & Maintenance	2,121.99	9,716.58	4,977.50	4,739.08	195.21%	5,430.00
Supplies	132.55	2,467.20	2,376.00	91.20	103.84%	2,600.00
Telephone / Internet	366.78	4,239.43	3,916.88	322.55	108.24%	4,273.00

**The Arc of Ft. Bend County**  
**Profit & Loss Budget Performance**  
**November 2023**

	<b>Nov 23</b>	<b>Jan - Nov 23</b>	<b>YTD Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>	<b>Annual Budget</b>
Utilities	857.91	6,729.57	4,620.00	2,109.57	145.66%	5,040.00
<b>Total Office</b>	<b>4,151.21</b>	<b>29,901.73</b>	<b>22,012.64</b>	<b>7,889.09</b>	<b>135.84%</b>	<b>27,128.00</b>
<b>PROGRAMS</b>						
PR Youth Respite	0.00	1,131.12	1,030.00	101.12	109.82%	2,600.00
PR Activity/Mtg-Food & Supplies	860.54	8,535.27	7,930.00	605.27	107.63%	14,800.00
PR Athletic Banquet	0.00	3,602.18	5,200.00	-1,597.82	69.27%	5,200.00
PR Bowling Lane Fees	1,262.04	12,599.54	10,150.00	2,449.54	124.13%	11,550.00
PR DJ	0.00	750.00	3,000.00	-2,250.00	25.0%	3,600.00
PR Equipment, Shirts, Uniforms	814.00	1,219.18	1,025.00	194.18	118.94%	3,300.00
PR Fuel	102.45	553.44	430.00	123.44	128.71%	2,420.00
PR Game / Registration Fees	0.00	425.00	425.00	0.00	100.0%	2,300.00
PR Hotel	4,025.00	4,479.38	4,000.00	479.38	111.99%	27,000.00
PR Other Expenses / Gifts	0.00	162.11	0.00	162.11	100.0%	700.00
PR Parking & Tolls	43.57	126.21	260.00	-133.79	48.54%	620.00
PR Practice Facil. / Lifeguards	0.00	597.71	600.00	-2.29	99.62%	6,000.00
PR Scholarships	0.00	2,000.00				
PR Tickets / Venue Fees	589.00	8,874.64	16,500.00	-7,625.36	53.79%	18,000.00
PR Training & Background checks	29.97	83.68	385.00	-301.32	21.74%	420.00
PR Transportation	858.84	2,591.80	3,650.00	-1,058.20	71.01%	7,050.00
PR - Twenty Somethings	0.00	326.31	100.00	226.31	326.31%	2,400.00
<b>Total PROGRAMS</b>	<b>8,585.41</b>	<b>48,057.57</b>	<b>54,685.00</b>	<b>-6,627.43</b>	<b>87.88%</b>	<b>107,960.00</b>
PR Contract Workers	1,056.00	5,732.00	5,874.00	-142.00	97.58%	8,360.00
Postage and Delivery	354.92	2,162.68	2,300.00	-137.32	94.03%	2,500.00
Professional Fees - Legal	0.00	0.00	0.00	0.00	0.0%	50.00
Professional Fees - Other	0.00	1,237.50				
<b>Total Expense</b>	<b>186,024.87</b>	<b>1,031,207.40</b>	<b>856,144.78</b>	<b>175,062.62</b>	<b>120.45%</b>	<b>991,273.71</b>
<b>Net Ordinary Income</b>	<b>41,524.52</b>	<b>1,235,227.95</b>	<b>40,801.22</b>	<b>1,194,426.73</b>	<b>3,027.43%</b>	<b>18,417.29</b>
<b>Other Income/Expense</b>						
Other Income						
Interest Income	895.00	11,190.98				
Investment Income	1,024.74	2,875.41				
<b>Total Other Income</b>	<b>1,919.74</b>	<b>14,066.39</b>				
Other Expense						
Gain/Loss on Sale of Property	0.00	-80,128.86				
Other Expenses	0.00	481.22				
<b>Total Other Expense</b>	<b>0.00</b>	<b>-79,647.64</b>				

# The Arc of Ft. Bend County

## Profit & Loss Budget Performance

November 2023

Net Other Income  
Net Income

Nov 23	Jan - Nov 23	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
1,919.74	93,714.03				
<u>43,444.26</u>	<u>1,328,941.98</u>	<u>40,801.22</u>	<u>1,288,140.76</u>	<u>3,257.11%</u>	<u>18,417.29</u>

The Arc of Ft. Bend County  
Julie Rivers Operating Statement  
January through November 2023

	Type	Date	Name	Memo	Amount	Balance
Rental Income	Deposit	03/02/2023	FACILITIES - Julie Rivers:Office	Dan Roth - March rent	500.00	500.00
	Deposit	03/02/2023	FACILITIES - Julie Rivers:Office	Texas Builders Finance - March rent	1,500.00	2,000.00
	Deposit	03/10/2023	FACILITIES - Julie Rivers:Office	Hampson Properties - March rent	1,000.00	3,000.00
	Deposit	04/03/2023	FACILITIES - Julie Rivers:Office	Hampson Properties - April rent	1,000.00	4,000.00
	Deposit	04/06/2023	FACILITIES - Julie Rivers:Office	Pat Bullard - April rent	300.00	4,300.00
	Deposit	04/13/2023	FACILITIES - Julie Rivers:Office	Dan Roth - April rent	500.00	4,800.00
	Deposit	04/13/2023	FACILITIES - Julie Rivers:Office	Texas Builders Finance - April rent	1,500.00	6,300.00
	Deposit	05/01/2023	FACILITIES - Julie Rivers:Office	Dan Roth - May rent	500.00	6,800.00
	Deposit	05/01/2023	FACILITIES - Julie Rivers:Office	Texas Builders - May rent (5/9)	1,500.00	8,300.00
	Deposit	05/15/2023	FACILITIES - Julie Rivers:Office	Hampson Prosperties - May rent	1,000.00	9,300.00
	Deposit	06/01/2023	FACILITIES - Julie Rivers:Office	Dan Roth - June rent	500.00	9,800.00
	Deposit	06/01/2023	FACILITIES - Julie Rivers:Office	Texas Builders Finance - June rent 6/12	1,500.00	11,300.00
	Deposit	06/06/2023	FACILITIES - Julie Rivers:Office	Hampson Properties - June rent	1,000.00	12,300.00
	Deposit	07/03/2023	FACILITIES - Julie Rivers:Office	Hampson Properties - July rent	1,000.00	13,300.00
	Deposit	07/03/2023	FACILITIES - Julie Rivers:Office	Dan Roth - July rent	500.00	13,800.00
	Deposit	07/03/2023	FACILITIES - Julie Rivers:Office	Texas Builders Finance - July rent 7/11	1,500.00	15,300.00
	Deposit	07/31/2023	FACILITIES - Julie Rivers:Office	Hampson Properties - August rent	1,000.00	16,300.00
	Deposit	08/01/2023	FACILITIES - Julie Rivers:Office	Dan Roth - August rent	500.00	16,800.00
	Deposit	08/01/2023	FACILITIES - Julie Rivers:Office	Texas Builders Finance - August rent 8/3	1,500.00	18,300.00
	Deposit	09/01/2023	FACILITIES - Julie Rivers:Office	Dan Roth - September rent	500.00	18,800.00
	Deposit	09/01/2023	FACILITIES - Julie Rivers:Office	Texas Builders Finance - September rent 9/6	1,500.00	20,300.00
	Deposit	10/02/2023	FACILITIES - Julie Rivers:Office	Dan Roth - July rent	500.00	20,800.00
	Deposit	10/02/2023	FACILITIES - Julie Rivers:Office	Texas Builders Finance - July rent 7/11	1,500.00	22,300.00
	Deposit	11/01/2023	FACILITIES - Julie Rivers:Office	Dan Roth - November rent	500.00	22,800.00
	Deposit	11/01/2023	FACILITIES - Julie Rivers:Office	Texas Builders Finance - November rent 11/9	1,500.00	24,300.00
Total Rental Income					24,300.00	24,300.00
JULIE RIVERS						
Cleaning						
	Bill	04/03/2023	FACILITIES - Julie Rivers:Office	March Janitorial Service	-650.00	-650.00
	Bill	04/21/2023	FACILITIES - Julie Rivers:Office	April Janitorial Service	-650.00	-1,300.00
	Bill	04/28/2023	FACILITIES - Julie Rivers:Office	May Janitorial Service	-650.00	-1,950.00
	Bill	06/06/2023	FACILITIES - Julie Rivers:Office	June Janitorial Service	-650.00	-2,600.00

The Arc of Ft. Bend County  
Julie Rivers Operating Statement  
January through November 2023

	Type	Date	Name	Memo	Amount	Balance
	Bill	07/03/2023	FACILITIES - Julie Rivers:Office	July Janitorial Service	-650.00	-3,250.00
	Bill	09/18/2023	FACILITIES - Julie Rivers:Office	September Janitorial Service	-200.00	-3,450.00
	Bill	09/26/2023	FACILITIES - Julie Rivers:Office	August Janitorial Service	-650.00	-4,100.00
	Bill	10/02/2023	FACILITIES - Julie Rivers:Office	September cleaning	-255.00	-4,355.00
	Bill	11/03/2023	FACILITIES - Julie Rivers:Office	October cleaning	-340.00	-4,695.00
Total Cleaning					-4,695.00	-4,695.00
Landscaping						
	Bill	03/29/2023	FACILITIES - Julie Rivers:Office	Annual Lawn Maintenance (prorated) - 407 Julie Rivers	-625.00	-625.00
	Bill	04/14/2023	FACILITIES - Julie Rivers:Office	3/25/23 by Tony Vaccaro	-50.00	-675.00
	Bill	09/18/2023	FACILITIES - Julie Rivers:Office	Annual Lawn Maintenance Sept 23 - Aug 24	-1,500.00	-2,175.00
Total Landscaping					-2,175.00	-2,175.00
R&M						
	Bill	06/08/2023	FACILITIES - Julie Rivers:Office	Pest Control	-190.00	-190.00
	Bill	08/10/2023	FACILITIES - Julie Rivers:Office	Pest Control	-190.00	-380.00
	Bill	11/20/2023	FACILITIES - Julie Rivers:Office	Pest Control	-190.00	-570.00
Total R&M					-570.00	-570.00
Trash / Recycling Services						
	Bill	05/08/2023	FACILITIES - Julie Rivers:Office	4/1 - 5/31 Waste & Recycling service	-223.40	-223.40
	Bill	06/06/2023	FACILITIES - Julie Rivers:Office	6/1 - 6/30 Waste & Recycling service	-111.70	-335.10
	Bill	07/03/2023	FACILITIES - Julie Rivers:Office	7/1-7/31 Waste & Recycling service	-111.70	-446.80
	Bill	08/01/2023	FACILITIES - Julie Rivers:Office	8/1-8/31 Waste & Recycling service	-111.70	-558.50
	Bill	09/12/2023	FACILITIES - Julie Rivers:Office	9/1-9/30 Waste & Recycling service	-111.70	-670.20
	Bill	10/18/2023	FACILITIES - Julie Rivers:Office	10/1-10/31 Waste & Recycling service	-111.70	-781.90
	Bill	11/17/2023	FACILITIES - Julie Rivers:Office	11/1-11/30 Waste & Recycling service	-116.70	-898.60
Total Trash / Recycling Services					-898.60	-898.60
Utilities						
	Bill	03/29/2023	FACILITIES - Julie Rivers:Office	Electric 3/1/2023 - 3/14/2023	-24.68	-24.68
	Bill	04/14/2023	FACILITIES - Julie Rivers:Office	Water - 407 Julie Rivers Dr.	-182.96	-207.64
	Bill	04/28/2023	FACILITIES - Julie Rivers:Office	Electric 3/14/2023 - 4/13/2023	-640.39	-848.03
	Bill	05/10/2023	FACILITIES - Julie Rivers:Office	Reimbursement for portion of Champion Energy bill	-483.16	-1,331.19
	Bill	05/17/2023	FACILITIES - Julie Rivers:Office	Water - 407 Julie Rivers Dr.	-187.85	-1,519.04
	Bill	06/05/2023	FACILITIES - Julie Rivers:Office	Electric 4/14/2023 - 5/12/2023	-485.14	-2,004.18
	Bill	06/21/2023	FACILITIES - Julie Rivers:Office	Water - 407 Julie Rivers Dr.	0.00	-2,004.18

The Arc of Ft. Bend County  
Julie Rivers Operating Statement  
January through November 2023

Type	Date	Name	Memo	Amount	Balance
Bill	07/03/2023	FACILITIES - Julie Rivers:Office	Electric 5/12/2023 - 6/13/2023	-606.43	-2,610.61
Bill	08/07/2023	FACILITIES - Julie Rivers:Office	Electric 6/12/2023 - 7/13/2023	-823.38	-3,433.99
Bill	09/01/2023	FACILITIES - Julie Rivers:Office	Electric 7/13/2023 - 8/11/2023	-865.94	-4,299.93
Bill	09/18/2023	FACILITIES - Julie Rivers:Office	Water - 407 Julie Rivers	-225.03	-4,524.96
Bill	09/18/2023	FACILITIES - Julie Rivers:Office	Electric 8/11/2023 - 9/12/2023	-1,024.33	-5,549.29
Bill	10/18/2023	FACILITIES - Julie Rivers:Office	Water - 407 Julie Rivers Drive	-225.27	-5,774.56
Bill	10/24/2023	FACILITIES - Julie Rivers:Office	Electric 9/12/2023 - 10/11/2023	-1,051.64	-6,826.20
Bill	11/14/2023	FACILITIES - Julie Rivers:Office	Water - 407 Julie Rivers Drive	-234.98	-7,061.18
Bill	11/28/2023	FACILITIES - Julie Rivers:Office	Electric 10/11/2023 - 11/9/2023	-986.25	-8,047.43
Total Utilities				-8,047.43	-8,047.43
Total JULIE RIVERS				-16,386.03	-16,386.03
TOTAL				7,913.97	7,913.97

## The Arc of Ft. Bend County Transaction Detail By Account

November 2022 through November 2023

	Type	Date	Memo	Amount
<b>Grants - Julie Rivers</b>				
	Deposit	12/16/2022	Grant from Swinbank Family for purchase of Julie Rivers	500,000.00
	Deposit	12/16/2022	Grant from Harrison Group for purchase of Julie Rivers	250,000.00
	Deposit	02/14/2023	Grant from The George Foundation for purchase of Julie Rivers	500,000.00
	Deposit	02/17/2023	Grant from Henderson-Wessendorff Foundation for purchase of Julie Rivers	500,000.00
	Deposit	02/28/2023	Grant from Harrison Group for purchase of Julie Rivers	250,000.00
Total Grants - Julie Rivers				2,000,000.00
<b>EXPENSES</b>				
<b>JULIE RIVERS</b>				
<b>Earnest / Escrow</b>				
	Check	11/16/2022	Earnest money	-10,000.00
	Check	02/13/2023	Additional Earnest money	-30,000.00
Total Earnest / Escrow				-40,000.00
<b>Renovations</b>				
<b>Permits</b>				
	Bill	07/20/2023	ADA Permit	-1,035.00
Total Permits				-1,035.00
<b>Inspections</b>				
	Bill	03/29/2023	Property inspection prior to purchase	-1,800.00
	Bill	04/20/2023	City of Sugar Land / Certificate of Occupancy	-39.75
	Bill	04/20/2023	Fire extinguisher	-150.99
	Bill	04/20/2023	Electric sign	-12.53
	Bill	08/01/2023	Pre-renovation Asbestos Survey	-1,295.00
Total Inspections				-3,298.27
<b>Renovations - Other</b>				
	Bill	06/02/2023	Repairs to sprinkler system	-791.00
	Bill	06/20/2023	Plantation Irrigation - Sprinkler system	-86.52
	Bill	07/18/2023	Resealed metal pan & opened lines at electrical conduit	-395.00
	Bill	09/08/2023	Repair sprinkler in Zone 1 & 3	-310.00
	Bill	09/20/2023	Sam's Cleaning & Hauling - Haul off desks	-445.00
	Bill	11/03/2023	Install cables for cameras & access doors	-1,125.00
	Bill	11/13/2023	Camera / Security System	0.00

# The Arc of Ft. Bend County Transaction Detail By Account

November 2022 through November 2023

	Type	Date	Memo	Amount
	Check	11/15/2023	Data & Cameras Access Points	-7,091.94
Total Renovations - Other				-10,244.46
Total Renovations				-14,577.73
Total JULIE RIVERS				-54,577.73
<b>Bank &amp; CC Charges</b>				
	Check	02/13/2023	Outgoing wire fee - Additional earnest money	-20.00
	Check	02/28/2023	Incoming wire fee - Grant from Harrison Group	-7.50
	Check	03/01/2023	Outgoing wire fee - Purchase of Julie Rivers	-20.00
Total Bank & CC Charges				-47.50
<b>Interest Income</b>				
	Deposit	12/31/2022	Interest	628.76
	Deposit	01/31/2023	Interest	1,275.04
	Deposit	02/28/2023	Interest	1,925.77
	Deposit	03/31/2023	Interest	630.67
	Deposit	04/30/2023	Interest	806.31
	Deposit	05/31/2023	Interest	906.09
	Deposit	06/30/2023	Interest	883.83
	Deposit	07/31/2023	Interest	915.55
	Deposit	08/31/2023	Interest	917.88
	Deposit	09/30/2023	Interest	890.53
	Deposit	10/31/2023	Interest	922.49
	Deposit	11/30/2023	Interest	895.00
Total Interest Income				11,597.92
<b>Subtotal</b>				<b>1,956,972.69</b>
Purchase of Julie Rivers		03/01/2023	Purchase of Julie Rivers	1,607,681.37
<b>TOTAL</b>				



# The Arc of Ft. Bend County

## Transaction Detail By Account

November 2022 through November 2023

	<b>Balance</b>
<b>Grants - Julie Rivers</b>	
	500,000.00
	750,000.00
	1,250,000.00
	1,750,000.00
	<b>2,000,000.00</b>
Total Grants - Julie Rivers	2,000,000.00
<b>EXPENSES</b>	
<b>JULIE RIVERS</b>	
<b>Earnest / Escrow</b>	
	-10,000.00
	<b>-40,000.00</b>
Total Earnest / Escrow	-40,000.00
<b>Renovations</b>	
<b>Permits</b>	
	<b>-1,035.00</b>
Total Permits	-1,035.00
<b>Inspections</b>	
	-1,800.00
	-1,839.75
	-1,990.74
	-2,003.27
	<b>-3,298.27</b>
Total Inspections	-3,298.27
<b>Renovations - Other</b>	
	-791.00
	-877.52
	-1,272.52
	-1,582.52
	-2,027.52
	-3,152.52
	-3,152.52

The Arc of Ft. Bend County  
Transaction Detail By Account  
November 2022 through November 2023

	Balance
	-10,244.46
Total Renovations - Other	-10,244.46
Total Renovations	-14,577.73
Total JULIE RIVERS	-54,577.73
<b>Bank &amp; CC Charges</b>	
	-20.00
	-27.50
	-47.50
Total Bank & CC Charges	-47.50
<b>Interest Income</b>	
	628.76
	1,903.80
	3,829.57
	4,460.24
	5,266.55
	6,172.64
	7,056.47
	7,972.02
	8,889.90
	9,780.43
	10,702.92
	11,597.92
Total Interest Income	11,597.92
<b>Subtotal</b>	<b>1,956,972.69</b>
Purchase of Julie Rivers	1,607,681.37
<b>TOTAL</b>	<b>349,291.32</b>



Real Estate Committee  
MEETING MINUTES  
November 1, 2023

Present: T. Zafar, Chair; K. Casey, R. Cushenberry, L. Lobue, H. Marshall, J. Patterson, L. LaVigne

Absent: M. Casey, J. Gortney, M. Neely

1. Cypress Point Building Lease: Committee discussed preparing a lease for ATLTC vs a Letter of Intent. Tariq will begin with drafting an LOI and send to committee for review.
2. Income/Expense Reports: October 2023 YTD, Julie Rivers Operating and Grant I/R Reports are not available as this is the 1<sup>st</sup> of November. Laura will send when prepared.
3. Lease Renewals: Manorfield Ct. lease expires January 31, 2023
4. Julie Rivers Update: Kevin reported that the walls are being painted now, bathrooms still operable, and current cameras are outdated and need to be replaced. He is working with Darrin, 3D Home Solutions for an estimate. The carport was damaged by the drywall contractor's staff. Crain Group will secure an estimate to repair.

**Next Meeting: December 6, 2023**

Real Estate Committee  
MEETING MINUTES  
December 6, 2023

Present: T. Zafar, Chair; K. Casey, R. Cushenberry, J. Gortney, L. Lobue, H. Marshall, J. Patterson, L. LaVigne  
Absent: M. Casey, M. Neely

1. Cypress Point Building Lease: T. Zafar shared the tenant had two questions about insurance. One, that they questioned adding 2715 Cypress Point as an "Other Insured". The second was the tenant had Workers Comp from a "Surplus Line" that is not an "admitted carrier in TX". L. LaVigne will contact our Insurance broker, Stella Cuellar and secure her opinion and report back to Tariq. A third concern was adding a subsidiary as an entity to sublease to. After reading the lease, Tariq was comfortable with that addition.

*NOTE: L. LaVigne was contacted by the proposed tenant and they will switch to Texas Mutual beginning Feb 1, 2024. They will also add The Arc and 2715 Cypress Point to the Accord document as another insured.*

2. Income/Expense Reports:

- a. November, 2023 YTD: Report reviewed.

Committee questioned one of the repairs for \$1230. J. Gortney moved to accept (with repair question answered). Seconded by H. Marshall. Motion passed.

*Note: The repairs at Rustic Trail consisted of the following:*

Remove and replace micro-wave 466.09 .  
Remove and replace kitchen faucet. 379.49 .  
Remove and replace shower wand in hall bathroom. 139.92 .  
Replace broken garage door trimmer and paint. 115.00 .  
Service oven, oven working properly 130.00 .  
Total: \$1,230.50

- b. Julie Rivers Operating and Capital Income/Expense Reports

Committee also requested that the Julie Rivers Capital Account report reflect the actual funds received and expended to reflect the amount of funding unspent. This will be done by next meeting.

3. Lease Renewal: Manorfield Ct. lease expires January 31, 2023

R. Cushenberry shared the CMA for the property. J. Patterson moved to offer a 2-year lease under the same terms and conditions. Seconded by K. Casey. Motion passed.

4. Julie Rivers Update: Kevin reported that notable progress has been made. Feels completion will be in the next few weeks. Meeting will be scheduled with Crane Grp and Jamie Knight to go over costs and payments.

**Next Meeting: January 10, 2024**

**CEO Report  
October and November 2023**

**I. Strategic Goal: The Arc shall advocate for appropriate individualized educational programs & opportunities for people with intellectual and developmental disabilities (I/DD) in all stages of life.**

Karri's Highlights:

Parent Contacts & Visits:

October/November 2023 Contacts:

General Info & Referral: 10 (5.2 hrs.); 11 (4.8 hrs.)

Special Ed: 8 (4.0 hrs.); 3 (1.3 hrs.)

IEP Reviews/Consultations: 12 (13.5 hrs.); 4 (3.8 hrs.)

ARD Meeting/Prep: 0

Life Planning: 1 (1.3 hrs.)

Guardianship: 0

Adult Services (Provider/Day Hab/SSI/Medicaid): 5 (2.9 hrs.); 1 (.50 hrs.)

Employment: 1 (1.7 hrs.)

Outreach: 18.5 hours; 17 hours (Attend community events, vendor fairs, create Community Happenings, social media articles, videos, virtual events)

Total Education Advocacy Hours in: Jan - Nov 2023: 205.5 Hrs.

Fall 2023 Parent Presentation Meetings

10/12/23 – Texas Workforce Solution & Vocational Rehabilitation (Janeen Gordon) (5 Register. 2 Attend)

12/14/23 – Parent Tips to Protect Against Medicaid Fraud (Texas Attorney General's Office – Lesleigh Morton)

Sibling Connection (Teen & Adult) Support Group:

Saturday, October 14, 2023 – Pumpkin Roundup George Ranch Historical Park (Joint Teen & Adult Sibling event.) The Arc pay for sibling + 1 companion. (21 people Registered. 10 Attended).

Next event in Spring, 2024

M.O.K.A. Parent Support Group: Facebook Group ongoing

**II. Strategic Goal: The Arc shall advocate for a variety of vocational/employment options for people with I/DD.**

Community Happenings e-news & social media posts of employment opportunities & training programs

**III. Strategic Goal: The Arc shall advocate for public and private community institutions to become more responsive to the individual needs of people with I/DD, thereby promoting quality of life for all.**

Community Meetings Membership:

Karri: Fort Bend Connect, Community Resource Coordination Group (CRCG)

Laura: Fort Bend Transportation Advisory Committee, Ft. Bend Leadership Group

Community Outreach:

Karri:

10/11/23 – Katy ISD College & Career Night

10/12/23 – Meeting w/ Jim Galpin, special needs financial planner

11/02/23 – Lamar CISD Adult Transition Fair (Fulshear HS)

#### Professional Development:

10/5/23– Excellence in Non-Profit Leadership Session

10/31/23 – Webinar Fighting Fraud in Nonprofits

11/02/23– Excellence in Non-Profit Leadership Session  
11/15/23 - Webinar: Topics in SSI – Practical Tips on Recent SSI and Social Security Changes

11/15/23 – Guardianship & Alternatives Session - BBGS

11/21/23 – Back to School Workshop with Jim Walsh

11/30/23– Excellence in Non-Profit Leadership Session

#### **IV. Strategic Goal: The Arc shall advocate for and promote a variety of appropriate and inclusive social, cultural, fitness/wellness opportunities in the community.**

#### Bowling Attendance:

October 7 – 41                      November 4 – 33

October 14 – 37                    November 11 – 22

October 21– 30                    November 18 - 36

October 28 – 40                   November 25 - 37

#### Social Recreation:

October 2 – Fort Bend County Fair – 72 Social rec members, family and staff attended.

October 21 – Filipino Festival – 32 Social rec members, family and staff attended.

November 11 – Disney on Ice – 52 Social rec members, family and staff attended.

#### Special Olympics:

- Submitted entries for 3 volleyball teams to compete in the Regional Competition on November 4. This event will be held in Webster, Texas.
- 10/18 – 10/21-Traveled to Bryan/College Station with 2 softball teams. Trip went smoothly and all athletes and families had a great time!
- Working on a grant to cover hotels at Winter Games in Bee Cave/Lakeway in February 2024. If this is approved, we will save approximately 13,500.00 in hotel expenses. (23 rooms for 3 nights)
- 10/31- Tennis practices concluded on with a Halloween Party hosted by Missouri City Parks & Rec.
- November: Submitted entries for bowling competition in Texas City.
- 11/4- Competed in Regional Volleyball Competition in Webster, Texas. We had 2 teams compete and both teams played hard and were successful.
- Received confirmation that our grant for hotel expenses in February of 2024 has been approved. This should save us over 13,000.00 dollars! We will have 23 rooms for 3 nights at no cost.

#### Teen Pals Network:

Nov. 6, 2023 – Returning teen, Cailin Carawford, requested a new Pal. Seeking a new Pal match. Since program launched in August, 2020, 16 Teens matched with a Pal volunteer.

#### Teen/Tween Social:

- 10/6/2023, 6 –9 pm Teens: 16 Registered – 16 Attend 1<sup>st</sup> Time Participants: 3. Volunteers: 31  
Registered – 24 Attend (2 Adults, 22 Teens)  
1<sup>st</sup> Time Vols: 7.
- 11/3/2023, 6 –9 pm Teens: 20 Registered – 19 Attend 1<sup>st</sup> Time Participants: 2. Volunteers: 31  
Registered – 17 Attend (4 Adults, 13 Teens) 1<sup>st</sup> Time Vols: 5 (No-Show/Canceled: 14).

Youth Group:

- 10/14/23 – HMNS Sugar Land Sensory Friendly Event
- 10/22/23 – Rosenberg Railroad Museum 7 families (27 people) Registered. 4 families (15 people) Attended.
- 11/11/23 – Free Child Tickets to Carden Circus at Epicenter

**V. Strategic Goal: The Arc shall continue to invest in properties that are self-sustaining and provide facilities for our constituents**

(See Real Estate committee minutes)

**VI. Strategic Goal: The Arc shall provide effective leadership to insure sustainability of the organization's programs and services through utilizing an annual, Cost/Base/Analysis, assisting with fundraising activities, acquiring grants and maintaining the "corpus" of the Foundation.**

In October and November, I advertised and interviewed candidates for the new position of Fundraising & Public Relations Liaison.

Pam presented the FBJSL grant on October 2. We asked for 15,000.00 to support our Special Olympics program. This would cover facility rentals, lifeguards, uniforms, hotel and travel expenditures.

Pam sent emails to all Special Olympics and TwentySomething parents requesting a dessert donation for The Best in the West Dessert Corral. Over 50 desserts donated for the Best in the West Dessert Corral on November 11<sup>th</sup>. We made 2,765.00 on our donated desserts. The majority of these desserts were provided by Special Olympics and TwentySomethings parents.

Nancy completed the September & November 2023 monthly report and billing for reimbursement. Organizing 2023 files that have been received for the site audit and requesting information needed to complete files.

**CDBG Reimbursement**

September 2023:

Personnel- \$ 2,380.20

Fees & Services - \$ 1,287.00

Contract Staff - \$ 440.00

October 2023:

Personnel- \$ 2,325.48

Fees & Services - \$ 872.50

Contract staff - \$ 440.00

Active Memberships : 254

<b>Best in the West 2023</b>	
<b>2023 Income ESTIMATE AS OF 11/30/23</b>	
Underwriter	\$ 15,000.00
World Champion	\$ -
Gold Buckle	\$ 7,500.00
Bronze Boot	\$ 5,000.00
Rhinestone Cowboy	\$ 7,500.00
Silver Spur	\$ 24,000.00
Donations	\$ 1,975.00
Tables	\$ 41,250.00
Single Tickets	\$ 2,325.00
Live Auction	\$ 86,600.00
Corrals	\$ 39,789.00
Desserts	\$ 2,703.00
Wine Pull	\$ 3,800.00
Bid Board	\$ 17,550.00
Donations to cover packages for Live & Bid board (Ewings \$2000, Pattersons \$1100, + Steve Kempe)	\$ 13,100.00
Lend A Hand	\$ 4,650.00
Hay	\$ 650.00
Raffle	\$ 59,500.00
<b>Gross Income 2023</b>	<b>\$ 332,892.00</b>