

**The Arc of Sedgwick County**  
**Board of Directors Meeting**  
**April 28, 2008**

ATTENDEES: Marge Zakoura-Vaughan, Linda McCurry, Jana Bleakley, Ronda Maass, Ken Dannenberg, Julie Wittich, Curtis Tatum, Deborah Gdisis, Shakila Saifullah, Colette Deeds-Conner, Darcy Eads, Marlene Sanders

ABSENT: Vonda Bankston, Steve Fisher, Tim Reimer, Dave McGuire

PRESIDING: Jana Bleakley, 2<sup>nd</sup> Vice President

STAFF: Kevin Fish, Marty Rothwell, Kristen Phillips

GUESTS: Shawna and Sandy Fielder

**I. Call to order**

Jana Bleakley called the April 28, 2008 meeting to order.

Kevin Fish, Executive Director, presented the new Arc video for everyone to view. Sierra Scott worked with to us put together; she also narrates it.

**II. Self Advocate Report**

Shawna Fielder read the Self Advocate Report. The printed report was available to everyone in attendance.

**III. Agenda Modifications**

- Marlene Sanders corrected under New Business item B that they are presenting material for discussion only and not for approval at this time.

**IV. Consent Agenda**

**It was moved by Ken Dannenberg and seconded by Linda McCurry to approve the consent agenda as presented. Motion carried unanimously.**

**V. Discussion Agenda**

**A. Case Management Update**

In Vonda's absence, Kevin Fish, ED, reported that we have hired a new case manager, named Carmela. She has a couple of tough individuals on her caseload and has been working with Vonda and Kristy on those challenges. We have a 45 day hold on new referrals for case management. With the growth we have had and want to make sure we can keep up on it. We have been meeting with the SCDDO to discuss about what we can do in the future to stay ahead of the game. This hold also allows us to get Carmela trained before she ends up with 35-40 on her caseload especially when she has a few tough ones to get a handle on right now. This summer we may be hiring another case manager. The case managers have been doing a good job getting in their billing hours. They are doing a great job. We appreciate Vonda's efforts on keeping her staff up to speed on everything.

**B. Quarterly Treasurer's Report**

In Stacey's absence and while in the process of hiring a new accountant, Helen or Juliet prints off checks and Kevin signs them. Juliet Mochrie used to be in Stacey's position 8 years ago. When she had

twins, she chose to stay home . She is helping us out part time as we are in the process of looking for a new accountant. Stacey still comes in to process payroll. We offered the position to someone interested but she ended up getting an offer from a bank that paid much better.

**It was moved by Ken Dannenberg and seconded by Marge Zakoura-Vaughan to approve the treasurer’s report as presented.**

C. Strategic Initiatives Update

1. Program Evaluations – No update
2. Facility, Transportation and technology – All vehicles will be serviced prior to the start of the summer program. Wwe have 125 students registered for YESS which is the most we have ever had at this point in time. Crossroads donated their bus to us at no charge. Luke McCurry is spraying weeds and using the weed wacker to help keep the sidewalks clear of weeds. During the winter Luke shoveled the walks for us.
3. Arc Awareness and Development – Kevin met with Shakila and Sean Amore, who will be replacing her on the board. He has worked with large non profits on the West Coast, one being the Christopher Reeves Foundation. Sean has great ideas and is very excited to work with us. Marty thanked Shakila for her support getting us on all of the news channels to advertise our auction. We had more attendees at the auction this year than in the past.
4. Board Governance – No Report.
5. Staff Productivity and continuity (Personnel Committee): Will report under New Business

D. Arc Alcohol Policy Update

Tabled until further notice

E. Arc Equipment Usage Policy

Tabled until further notice

**VI. New Business**

A. Constitution and Bylaws

Tabled until further notice

B. Personnel Committee Report

**It was moved by Marge Zakoura-Vaughan and seconded by Colette Deeds-Conner for the board to go into executive session for 20 minutes. Motion carried unanimously.**

**VII. Announcements Reviewed on the Agenda**

**It was moved by Ken Dannenberg and seconded by Linda McCurry to adjourn. Motion carried unanimously.**

Adjourned 7:06 p.m.

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Secretary Signature

Secretary – Darcy Eads

Recorder – Kristen Phillips