

The Arc of Sedgwick County
Board of Directors Meeting
January 26, 2009

ATTENDEES: Ken Dannenberg, Sean Amore, Sue Schmelzer, Julie Wittich, Tom Racunas, Kayla Jean Mitchell, Eric Kauffman, Sarah Vaughan, Linda McCurry, Deborah Gdisis, , Marge Zakoura-Vaughan, Curtis Tatum

ABSENT: Ronda Maass, Marlene Sanders, Colette Deeds-Conner

PRESIDING: Ken Dannenberg, President

STAFF: Kevin Fish, Kristen Phillips, Marty Rothwell, Sean McCosky

GUESTS:

I. Call to order

Ken Dannenberg, President, called the Board of Director's meeting to order at 6:00 p.m.

II. Agenda Modifications

Added to the Agenda was "Policy on Crisis Response Team"

It was moved by Sean Amore and seconded by Julie Wittich to approve the agenda with the addition. Motion carried unanimously.

III. Self Advocate Report

Shawna was not in attendance. The Self Advocate written report was passed out to everyone..

VI. Ladies' Luncheon – Timmie Teppe

Timmie was not in attendance. Kevin addressed the Ladies' Luncheon needing sponsorships and donations. Letters developed by Timmie were emailed to the Board and made available at tonight's meeting to help set up contacts with whom to follow-up and pull in sponsorships. Please turn in as soon as possible.

V. Financial Report

The finance committee met last Wednesday. Deboarah Gdisis reviewed the written report she passed out to the Board. Eric Kauffman noted that in the budget breakdown the payroll taxes seem too low for the payroll increase. Kevin said that he will check with Effie and get back to everyone. Eric Kauffman was concerned about meeting some program budgets since HCBS funding is being cut for families. Marge Zakoura-Vaughan inquired about the maintenance and age of vehicles. Kevin noted that we are applying to Kansas Department of Transportation (KDOT) to replace our two KDOT vehicles in 2010. We also painted and tiled the building, which boost our maintenance costs but we won't have those costs next year.

Wage Increases

The board discussed on how much of a wage increase they would like to approve for staff raises in 2009.

It was moved by Marge Zakoura-Vaughan and seconded by Sean Amore to approve a 4% wage increase to be added to the 2009 budget.

Discussion: Percentage levels for the wage increase continued to be discussed. It was clarified that an amount equal to 4% of the 2008 staff wage budget would be the budgeted amount for increases in staff wages. Management then has authority to allocate those dollars to the staff members on an individual basis as merit based wage increases. The competitiveness of TCM wages was discussed. At The Arc TCM wages are middle of the road.

Motion Carried 9 to 3 in favor.

2009 Budget

It was moved by Kayla Jean Mitchell and seconded by Sean Amore to approve the 2009 Budget with the 4% wage increase. Motion carried unanimously.

VI. United Way

We are in the process of applying for 2010 funds. Presentations to UW allocation committee are coming up in April and May. Kevin overviewed the only specific recommendation from the allocation panel, which is clarifying the difference in the numbers from budget form 3 and budget form 5 and tying them together. We'll use footnotes to help clarify numbers for participants and programs.

VII. Crisis Response Team (CRT)

A copy of the policy was passed out to the board. This policy is required to utilize the CRT. The team was established to be part of a plan to reduce the number of crisis incidents by providing additional supports. The crisis response team is written into behavior plans for those individuals. This policy was run past our Sedgwick County Developmental Disability Organization (SCDDO) and Ken Dannenberg.

It was moved by Tom Racunas and seconded by Linda McCurry to approve the Crisis Response Team Policy. Motion carried unanimously.

VIII. Building Committee

No report.

IX. Endowment Committee

Four proposals were sent in and passed along to Bill Gale. Sean Amore and Linda McCurry's names will be given to Bill Gale to contact to serve on the allocation committee.

X. Personnel Committee

Marlene will send out information for the ED evaluation

XI. COF Update

Kevin reported that COF decided to move into classrooms at Dunbar. There will be a COF office available at The Arc, if they need an in-house work space. Not knowing what the budget cuts are for school districts, we are not sure how COF will be impacted. Sean McCosky met with the board to pass out posters and post cards for the COF Variety Show. He explained the variety show to the board members, who were not familiar with the event.

It was moved by Kayla Jean Mitchell and seconded by Eric Kauffman to adjourn. Motion carried unanimously.

Adjourned 7:26 p.m.

Secretary Signature

Secretary – Linda McCurry

Recorder – Kristen Phillips