

**The Arc of Sedgwick County**  
**Board of Directors Meeting**  
**August 25, 2008**

ATTENDEES: Linda McCurry, Ken Dannenberg, Sean Amore, Curtis Tatum, Sue Schmelzer, Kayla Jean Mitchell, Eric Kauffman, Sarah Vaughan, Marlene Sanders, Colette Deeds-Conner, Marge Zakoura-Vaughan

ABSENT: Julie Wittich, Ronda Maass, Deborah Gdisis, Tom Racunas

PRESIDING: Ken Dannenberg, President

STAFF: Kevin Fish, Kristen Phillips

GUESTS: Val Wall, Emily Stevenson, Laynna Wiggins, Katie Thackery, Sean McCoskey, Emma Craig, Molly Stevens

**I. Call to order and Agenda Modifications**

Ken Dannenberg, President, called the August 25, 2008 meeting to order.

**It was moved by Sean Amore and seconded by Marlene Sanders to approve the agenda as presented. Motion carried unanimously.**

Follow up – audit: Kevin reminded the board that we have \$325,000 in money market and CD accounts that exceeds the protection limits. Kevin Fish, Effie Pettinger, and Deborah Gdisis met with our Fidelity representative. We will keep the money at Fidelity as opposed to dispersing it to different financial institutions. They were in consensus to invest in multiple CDs through Certificate of Deposit Account Registry Service (CDARS) that will be protected up to \$100,000 each covering the amount that is now uninsured.

Follow up – marketing: Sean Amore noted that they are working on figuring subcommittee chairs. They will present their findings on their plan at the next board meeting and plan to hit the ground running when the United Way blackout period is over.

**II. Circle of Friends Report**

Val Wall shared her history of Circle of Friends (COF) and the impact that it has not only on the students in special education but the impact it has on the regular education students. What they expected to achieve in 10 years in regards to the number of schools they would be in, they actually achieved in two years. They are working with other school districts and have interest from other states in developing Circle of Friends program in their communities. Val introduced her staff of college students: Emily Stevenson, Laynna Wiggins, Katie Thackery, Sean McCoskey, Emma Craig, Molly Stevens. Each staff member presented information about their position. Katie showed t-shirts they are selling for kids to wear on field trips/activities, the Dream Big t-shirt for sponsors to wear, and the pendant that is being made with the COF icon. Sean McCoskey shared a song that he was inspired to write from his experiences through the

Circle of Friends program. Emma Craig sang harmony with him. The annual COF variety show will be February 20-22. February 20 is a matinee show for schools to attend. They will be making and selling cookie dough at schools for the schools to raise money for students to attend activities. If a school wants to sell cookie dough, they have to participate in making the dough. Middle Schools and High Schools will sell cookie dough Oct. 31 – Nov. 13 and Elementary Schools will sell Nov. 16 – Dec. 1. COF will be making cookie dough on November 22 for the Middle Schools and High Schools. They welcome volunteers. The COF staff fielded questions from the board.

Sean Amore requested their calendar to integrate it into The Arc's overall marketing plan.

### **III. Executive Director Report**

Kevin's written report was available to everyone. Kevin highlighted the CDARS information he discussed earlier. Our letter of intent to United Way is due this week for 2010 funds. Now that the United Way campaign is underway we will be presenting at several local businesses that get our name out there. We have two case managers expecting their first babies and one on a list to adopt, which will impact the TCM department if they choose to not return to work. He touched on the GAP program and how Sullivan, Higdon and Sink are developing stories about the GAP program to release to the Eagle and other local media.

Kevin addressed National Arc taking a stance against Tropic Thunder for their use of the word "retarded" in their movie and has asked chapters at state and local levels to support a protest against the movie. In speaking with Sean, he and Kevin agreed we do not want to get involved in a protest. Kevin has spoken to the Eagle and Sean is working on a letter to Bill Warren.

Work is being done on Lights on St. Paul (LOSP). We have a huge display that will take 50 controllers to operate. It will be located behind the ILRC building. A planning meeting will be in early September for the lights and projects with which we need help.

### **VI. Personnel Committee – Succession Planning**

Kevin Fish and Marlene Sanders attended a Succession in Leadership conference on July 31. They received a template to use as a succession planning tool that walks through the steps of developing a plan. Developing a succession plan should be put on the agenda. We need to have something on paper to refer to because during a crisis staff may not be able to recall by memory what needs to be covered. Ken asked Kevin to put together a rough outline to review in committee for more detail. On the calendar for the personnel committee is to do a comparison of salaries and benefits with other agencies. As of Jan 1, 2009, IRS is requiring everyone that has a 403b to have a plan document. Marlene would like to see the personnel committee consider some other options of who are 403b provider is. The ED evaluation is coming up in December and Christmas bonuses will need to be discussed.

### **V. Governance Committee**

Tabled

**VI. Announcements Reviewed on the Agenda**

Sean Amore won the drawing for the layered candle from Home Interiors offered by Linda McCurry. At the next board meeting in September a potluck sign up for October's board meeting will be passed around by Kristen Phillips because Linda will not be in attendance.

**It was moved by Sean Amore and seconded by Marlene Sanders to adjourn. Motion carried unanimously.**

Adjourned 8:00 p.m.

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Secretary Signature

Secretary – Linda McCurry  
Recorder – Kristen Phillips