

**The Arc Susquehanna Valley
Board of Directors Meeting
September 20, 2017
Minutes**

Attendance: Tina Hollister, Deb Brubaker, Cathy Koch, Dana Rebeck, Laura Yannes, Margaret Harvey, Jannet Tebar, Leta Jo Maue, Executive Director Robert Roush, Joyce McCarthy (Dir. Emeritus)

Absent: Dan Sweeney, Rose Marie Reed, Judy Davis

Secretary's Report: The September 12th report was reviewed. Margaret Harvey moved that we approve the minutes. Dana Rebeck provided the second and the vote was unanimous. Deb requested that minutes be emailed within one week. The secretary responded that every effort will be made to achieve this.

Minutes of our Special Email Budget Vote taken July 21 was reviewed. The report was moved by Margaret and Deb seconded the motion. The report was unanimously approved.

Staff Reports:

- Orientation will be held tomorrow for the Bridge Program which will be meeting each Thursday. There may be an additional orientation if there is interest.
- 50 and Fun is the new AMPES group operating in Bloomsburg. The grant was written and funding has been received to cover operating costs.
- There will be a Fashion Show at Zion Lutheran Church on Oct. 21 at 1:00 PM. The show is coordinated by the clothing store, Christopher and Banks.
- The coordinator for Shamokin resigned and interviewing for a replacement is ongoing. Deb asked the Board be notified when an AMPES leader resigns and a new person has been hired. President Tina stated that this seems unnecessary to tell Board Members of each personnel change when it occurs. She explained that since our hiring procedures and policies are clear we should allow AMPES personnel details at the next scheduled Board Meeting.
- Next month, Oct. 13, the self-advocates are traveling to the Baltimore National Aquarium. Costs are being subsidized by the Degenstein Foundation.
- Our Arc Susquehanna Valley website has been updated and improved to include much more information as well as the feature which allows self-advocates to sign up for activities and events on line. Roberts believes that events will be streamlined by providing tickets which indicate an individual's registration for the activity.
- A new Arc Brochure is being finalized. It has been redesigned with the assistance of our self-advocates. Board members requested that it be readied for distribution at the upcoming "Trail of Treats" as part of the Danville Wellness Event.

Treasurer's Report: The current balance reflects excess monies but they will be expended over the year for designated events. Laura stated that this new report format makes our financial status

so much clearer!! Leta Jo motioned that the report be accepted and it was seconded by Laura. The report was accepted unanimously.

BYLAWS: Laura requested we make some grammatical clarification regarding “Corporate Members”. 1)The Bylaws will reflect that Board Members in good standing are those whose yearly dues are up to date. (page 2, no. 2, letter b) 2) She requested clarification in the “Term” section with regard to ½ of the members serve 1 year while the remainder serve 2 years. Robert stated that this pertains to the initial start up of our Board in which ½ of the group would be elected for only 1 year so that the Board would always consist of ½ of the members having Board experience. (page 2, no.4, letter d)

Discussion followed a review of “Resignation” (no.4, letter f) as we plan to maintain regular attendance at our meetings. Because of a member’s inability to attend the previous meetings this year we wondered if this member would rather resign due to her set of varied circumstances limiting her attendance/participation? Cathy stated that this was most likely the case and would speak with the absent member about her option to resign. Cathy will ask her to please email the Arc Executive Director with her intentions. Laura made a motion to approve the Bylaws and Dana seconded the motion. The vote in favor of the Bylaws was unanimous.

Tina informed the Board that, as our Board grows in membership to include those from all counties that we serve, future meetings may be held in different county locations. She reminded us that the Bylaws are being revised to make them easier to understand and to follow.

Fund Raising Committee: Deb announced that the committee is planning a Big Event for April 7 at the Silver Moon Banquet Center from 11:00 AM until 10:00 PM. This event will include a chicken bar-b-que and wine & beer vendors. There may be a D.J. in the afternoon followed by the band “Jessie” from 7:00 to 10:00 PM.

A second event would be a “Poker Motorcycle/Classic Car Run” held at the Sunbury Social Club(SSC) with 2 bands, t-shirts, and basket raffles. We may need a special permit for small games of chance. Doug from the SSC said he would not book the event until he receives a \$275.00 check. Possible dates are August 4, August 25, and June 2. Roberts says that he has concerns about the expenses and our budget. Conservative calculations seem that there may not be adequate proceeds to cover costs. In support of the fundraiser, Laura stated that usual participants for this event are professionals who would “spend money” in support of the vendors and activities. Dana and Laura told that in covering publicity for the event bikers could be notified through the leadership of 4 local bike clubs. Conversation about both events will be ongoing.

Policy Update: The policy committee has met 2 times and policies are still in rough format. Laura clarified that there is overlap of organizational procedures with policies.

New Board Members: Tina suggested that we create an ad hoc “nomination committee” to look for new (additional) Board of Director members. Laura said that it is important that we be unbiased as we identify good candidates to bring forward.

Deb is developing a Self-advocates' Calendar of Events and needs to identify 2 representatives to be pictured for each month's calendar page. She asked the Board's help in identifying some self-advocates for the calendar.

On-going Arc Plans: Robert informed the Board of his planning/grant writing to develop a new program "Jump Start" and SACF. He explained that Jump Start would focus on the age group 5 to 12 years to get them involved with some of our opportunities for participation.

State programs available to chapters are Discovery, Job Development, and Follow-up. All providers of these programs must be certified in order that ODP can be billed for services. The Arc of PA trainings will be held in November for 3 days. Robert proposed that our focus would be job training. Laura told that Keystone has been working on this for a while and we may wish to contact them for additional information.

Robert revisited the idea of holding a Board Retreat for Oct 14. There were many member conflicts with that date so Nov.4 (9:00 AM to 2:00 PM) was proposed.

THE DREAM – Robert reminded us of our need for a new Arc Susquehanna Valley office location. We are outgrowing our present site at Zion. He suggested that we approach the Degenstein Foundation with a request for finances for a building. We all recognize the need to find a larger site for our office and programs.

Deb motioned that the meeting be adjourned and Margaret seconded the motion. The meeting was adjourned.

Respectfully submitted,

Leta Jo Maue, secretary