

## **Annual Business Meeting and Annual Report to Membership: July 21, 2022**

The Board of Directors of Arc of Wabash County, Inc. met at Arc of Wabash County, 595 South Miami Street, Wabash, IN on July 21, 2022, for the purpose of reporting to the membership Arc's Annual Business meeting. All Arc staff and all Arc members in good standing were invited to the meeting.

Board Members Present: Gary Larson, Shelly Myers, Donna Huneryager, Andrea Zwiebel, and Tom Philippsen

Board Members Absent: Mike Barnett, Jeff Myers, Beth Phillipy, and Casey Sausaman

Staff Present: President/CEO Jeff Patton; Martha Guthrie, CFO; Brooke Vanderpool, Director of Fund Development; Lindsay Swihart, COO; Mary Ogle, Director of Employment Services; and Kellie Minkler, Administrative Assistant.

Board President Gary Larson called the meeting to order at 5:36 pm.

CEO Jeff Patton introduced Brooke Vanderpool, Arc's recently hired Director of Fund Development. She shared that she is the wife of Judge Vanderpool. They have three young sons and live in North Manchester. She was previously employed with Manchester Alive. The other participants introduced themselves in turn. Jeff Patton commented that this was a brand-new position within the agency.

### **Installation of Officers and Members of the Board of Directors for FY23**

Board Chair	Gary Larson
Board Vice Chair	Jeff Myers
Board Treasurer	Casey Sausaman
Board Secretary	Mike Barnett
Board Member	Donna Huneryager
Board Member	Shelly Myers
Board Member	Tom Philippsen
Board Member	Beth Phillipy
Board Member	Andrea Zwiebel

Board Chair Gary Larson presented the list of Officers to install for FY23 as listed on the agenda. Shelly Myers moved to install the officers with a second from Andrea Zwiebel. Motion carried.

### **Corporate Resolution**

Board Chair Larson introduced the Corporate Resolution Authorizing Board Chair, Vice Chair, Treasurer, Secretary, and/or President/CEO to Execute Agreements and Sign Contracts on behalf of the Organization. Board Member Tom Philippsen moved to accept the Resolution. Board Member Donna Huneryager seconded. Motion carried.

### **Annual Report to the Membership**

President/CEO Patton directed attention to copies of the distributed Annual Report and encouraged attendees to ask questions as he went through it. He noted that he believed it to be the first time that the Annual Report was formatted into a booklet. He pointed out on the financial page that the \$500,000.00 dollar difference between the revenue and the expenses was due to Vantage Grant and Sustainability Grant monies. He said that the pie charts clearly show that the residential (SLP) program generates the most revenue followed by sub-contracting through pre-vocational services (the workshop.) He added that the donation total does not include a house that was donated to Arc which has a value of over \$185,000. He read the “bullet-shaped points” that state contributions for FY 2022 were 4 times higher than expected and that overall income was 23% higher than projected.

President/CEO Patton moved on to the program and enrollment statistics. More than 150 persons were served in Arc’s core programs in FY22. He pointed out that 20,363 one-way trips are of particular note because transportation is a huge obstacle for someone with an intellectual or developmental disability. Along with obesity and poverty, it is one of the three main barriers to independence. The Medicaid system perpetuates these barriers by financially penalizing those on SSI/SSDI from earning certain types of additional income.

Board Chair Larson asked for clarification on the PAC acronym. President/CEO Patton explained that it stands for Participant Assistance and Care.

President/CEO Patton stated that he would like to see the Respite program grow because it is an important resource for caregivers. He mentioned that Arc Administrative Assistant Kellie Minkler had provided Respite care for an Arc client. CFO Martha Guthrie added that some of that care was privately arranged, but such situations are very rare.

President/CEO Patton clarified the Pre-Employment Transition Program’s enrollment number by saying that even though the total enrollment stood at 60 for FY2022, the program consistently operates at around 45 students. The enrollment revolves as students become eligible while others transition or graduate from the program and some chose not to continue with services.

As far as residential services, President/CEO Patton said that Arc needs another residence. It is an expense that would quickly pay for itself through rent and billed services. He revealed that there is a waiting list for residential services. Ideally, the home would have four bedrooms.

While Patton was going over the Community Support Program enrollment numbers, Chair Larson asked how Community Support differed from PAC services. COO Lindsay Swihart explained that Community Support is a goal-driven program and that the activities associated with it are to that end. PAC is to facilitate the wishes of the consumer. It can be anything from going shopping, getting a haircut, or going out to eat.

President/CEO Patton explained that while there were 15 individuals in the Residential Program in FY 2022, there are now 16 as of July 1<sup>st</sup>, FY 2023. He also pointed out that the Wellness Program will always have the same enrollment number as SLP because Wellness serves only those in Residential services.

President/CEO Patton moved on to the back page of the report to note the “Good News” section. He reminded the Board that Green Hat Productions will be working mostly with COO Lindsay Swihart and possibly Brooke Vanderpool with marketing and publicity. He reported that the NEON Grant training is going well and that NEON’s Dale Verstegen recently conducted a site consultation, assessing the community for employers who would potentially collaborate with Arc for employment opportunities. NEON is the National Employment Opportunities Network consisting of 15 IDD agencies nationwide who are receiving training and technical assistance through the grant to improve opportunities for competitive, integrated employment for persons served. NEON is operated by the Department of Labor’s Office of Disability Employment Policy and is bringing Arc of Wabash County some national attention.

Patton explained that he had just returned from the Summer Leadership Institute for executives of Arc, facilitated by Arc of the US. There he presented a workshop titled “Transformative Lessons from a Small Shop.” Consultant Anne Hudson of Good Seeds LLC aided him with the workshop. Former Board Member Cathy Garrett-Smith had planned to attend as well but had a last minute work obligation. At the convention, he made some contacts with some leaders who are interested in Arc’s practices and what it has learned during its strategic plan and program shifts. Patton said that there could be opportunity to “sell our experiences.”

President/CEO Patton continued with other Good News Items, mentioning the purchase of a mobile shredding truck, a successful CARF accreditation survey, the Global Precision embedded work enclave, the purchase of property and the hiring of MKS to plan, design, and build the new facility. Arc is to receive financial grant assistance from FSSA’s Employment Learning Collaborative to aid in competitive, integrated employment opportunities for Arc clients. Arc has also hired a capital campaign management team, LSA.

Board Chair Larson opened the meeting to any new business or questions concerning the annual report. President/CEO Patton mentioned that with regards to LSA, he just sent them \$7,000.00 and plans to move ahead quickly with a zoom meeting in early August to begin the feasibility portion of their services. The price for their services was firm; he was unable to negotiate a lower fee. Jeff needs Board members to consider participating on a feasibility team for LSA. It will be a very short-term commitment.

Board Member Shelly Myers commented that she liked the presentation of the annual report. She found it readable and pleasing to the eye.

Board Chair Larson reminded the Board that two CDs were expiring in August and suggested rolling them into something more short-term while rates are so low. CFO Guthrie said the CDs are up on August 2<sup>nd</sup> and she’ll get the new rates at that point. She said the ones coming due are “small” ones. She’s sure one of them is for \$50,000.

President/CEO Patton shared that Board Chair Larson called Paper Works and set an August 31<sup>st</sup> deadline for the sale of the Canal Street Property. Larson said that he was promised that the request is in process and the deadline does not constitute a problem. He also reminded them that there were other buyers seriously interested in the property. He also explained to them that Arc is in need of capital for

its building project, explaining the urgency. Neither Paper Works nor Rettigs have issue with the \$210,000 price.

Board Member Shelly Myers suggested everyone be on the lookout for homes that would fit the need of the SLP program. Chair Larson said it could be best to move quickly since even though housing prices are falling, interest rates are going up.

President/CEO Patton reminded attendees that Arc is still accepting donations for the rummage sale fundraiser that will take place on the 5<sup>th</sup> and 6<sup>th</sup> of August. Board Member Andrea Zwiebel asked if the sale coincided with the city-wide rummage sale. Arc's Director of Employment Services, Mary Ogle, said Arc's sale is the weekend after the city-wide sale and that the 5<sup>th</sup> is Wabash's First Friday event. Patton announced that the Kona Ice Truck will be at the sale on Friday. He asked Ogle how the donations were coming along. Ogle reported that she anticipates as many items as last year when the sale made around \$3000.00.

Board Member Andrea Zwiebel asked when Brooke Vanderpool will begin her new position. Brooke said her first day is August 11.

All present were in agreement that FY22 was an eventful, historic, successful year for Arc of Wabash County and are eagerly anticipating FY23.

Board Chair Gary Larson adjourned the meeting at 6:05 PM.

Respectfully submitted,

*Kellie Minkler*

Kellie Minkler  
Administrative Assistant

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