

# August 2015 Board Meeting

Fort Bend Seniors Meals on Wheels  
1330 Band Road, Rosenberg, TX 77471

Wednesday, August 26, 2015

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## I. Call to Order

- a) Board Chairman, Ray Aguilar, called the meeting to order at approximately 11:45 a.m.

## II. Members and Staff Present

### a) Board Members Present

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|-------------------------------------|-------------------|
| ▪ Chairman, Ray Aguilar             | ▪ Lupe A. Cabello |
| ▪ Vice Chairman, Russell Sander     | ▪ Ron Ewer        |
| ▪ Treasurer, Tom Shirley            | ▪ Joe Gurecky     |
| ▪ Assistant Treasurer, Jim Coppedge | ▪ John Kennedy    |
| ▪ Secretary, Rick Forlano           | ▪ Eric Robins     |
| ▪ Assistant Secretary, Dorine Craig |                   |

### b) Board Members Not Present

- Namita Asthana
- Joanie Caskey

### c) Staff

- Manuela Arroyos
- Lori Dunaway
- Angelica Martinez
- Liz Toomey
- Marilyn Knight (Contract Development)

## III. New Board Members

- a) New board members, Lupe Arredondo Cabello and John Kenney, gave introductions to the board.
- b) Current board members introduced themselves to the new members.

## IV. Minutes

- c) After review of the July 2015 minutes, a motion was made by Rick Forlano to accept the minutes as presented, and the motion was seconded by Jim Coppedge.
  - With no further discussion, the motion passed.

## V. Treasurer's Report

- a) All board members were provided with a copy of the July 2015 financials.
- b) The Treasurer's Report was presented by Treasurer, Tom Shirley.
- c) Financials were reviewed in detail for the new board members

- d) All bills were reviewed and checks were signed during the finance committee meeting held earlier this morning.
- e) Land on Graeber Road
  - Last week, the land on Graeber Road was sold to Texana
- b) With no further discussion, a motion was made by Rick Forlano to accept the July 2015 Financials as presented and was seconded by Eric Robins.
  - The motion passed with no further discussion.

## **VI. Dashboards**

- a) Vice Chairman, Russell Sander, gave an explanation of the dashboards, their purpose, and intent.
  - Updates to the dashboards need to be sent to Angelica for updates to the “main” dashboard prior to the next board meeting.
- b) Branding Committee
  - No updates at this time.
- c) Fundraising / Development
  - Updates provided by Director of Development and Public Relations, Lori Dunaway
  - Upcoming event discussed
  - Mad Hatter discussed
    - i. Sponsorships discussed
- d) Capital Campaign Committee report
  - Capital Campaign updates provided by Marilyn Knight – in a separate meeting following the board meeting
- e) Long Term Growth
  - Jim Coppedge stated that he and Joanie are working on future projections – based on current growth rates and current demographics
- f) Volunteer Programs Committee
  - The Volunteer Handbook was updated by Angelica with edits provided by the Volunteer Committee
- g) Staff Development Committee
  - No updates at this time
- h) Financial Planning Committee information discussed during Treasurer’s Report

## **VII. CEO Report**

- a) CEO Arroyos presented her report verbally and in writing
- b) DADS Audit results
  - Outcome discussed
  - Going to appeal the results
- c) Strategic Planning
  - Date: Thursday, October 1, 2015
  - Location: TBD

## VIII. Closing

- a) Next meeting will be: October 1<sup>st</sup> – for the Annual Strategic Planning meeting
- b) The meeting adjourned to discuss the capital campaign results presented by Marilyn Knight.

*Respectfully Submitted.*

*Angelica Martinez*

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***Rick Forlano, FBS Board Secretary***