



Arc of Iowa Board Meeting | May 16, 2015
323 6th Street | Ames, Iowa

Meeting called to order by Johns Timmons at 9:20 AM.

Board members present: Susan Teas, Alice Phillips, Donna Bachman, and John Timmons.
Staff members present: Doug Cunningham

Agenda items:

1. President's Report

Maytag donated \$5000 for general operations in July of 2014; we will need to solicit them annually. Osmundson Mfg. Company of Perry has donated \$500.00 in February 2015 in the name of Don Harmelink. Thank you has been sent.

2. Executive Director's Report and contract

Doug introduced himself, he hails from Michigan where he had started a Lifespan Respite Center and lead the Michigan Respite Coalition. He moved to Iowa to head up the Iowa Respite Coalition, which had since closed. Delaine had asked him to consider heading the respite grant with Arc. He then became interested in doing more for the Arc of Iowa. Doug owns a cleaning company in Des Moines, which is expanding at this time. He talked about managed care coming to Iowa, and is concerned about the fact that the out-of-state companies applying for this job can take \$100 million for administrative costs (which will go out of the state). The Arc could be in a place to organize advocacy for the recipients of managed care.

Board members introduced themselves to Doug. Alice talked about North Central Iowa Arc; she stated funds are low, but still able to do activities in her community. Donna reported that she hails from Carroll and shared information about a summer camp for school students with and without disabilities being started this year in Carroll.

Doug stated there are a few regional Arc groups across the State that are doing okay, according to financial statements:

- The Arc of East Central Iowa
- The Arc of North Central Iowa
- The Arc of Story County
- The Arc of Woodbury County
- The Arc of Southeast Iowa
- The Arc of Cedar Valley County

Doug stated others are struggling or have gone defunct

Discussion on Doug's contract: Doug reported that national office has contracts ready to use, and he has looked at them, and thinks that it should meet the needs for his contract.

Doug presented his proposals for the Arc of Iowa:

1. Have sustainable funds for communities around the state;
 - a. Build fundraising for those monies.
2. Improve advocacy around the state;
 - a. Thanks to efforts from the DD Council, and other groups, we have a lot of advocacy at the state level, but there is not a focus at the state level. Especially for education of local leaders about disabilities.
3. Help local Arcs grow and develop services in communities that are underserved.
4. Board development/growth.

INVIGORATE LOCAL ARC MEMBERS - Doug would like to hold a meeting to get people excited about the Arc again; at some point in the future. We would have professional speakers to encourage attendance and demonstrate the Boards commitment to growing local Arcs.

Sue McEntee would be a special guest, to speak on fundraising.

FUNDRAISING: Doug has talked with Sue McEntee from the Charitable Giving Center and learned much about fundraising. She sent him a DVD on fundraising, which he will review and then share in smaller portions with board members. (smcentee@magnifyyourimpact.com)

Fund Development Training in September; Doug would like to send 10 people who are interested in learning to do fundraising in their local community (\$300 each), in West Des Moines or Cedar Rapids. People would then be knowledgeable about raising money and then using that money in their community for education, services, etc. Doug would like to use funds from local chapter dues to pay for these scholarships.

Long term, Doug would like to set up a foundation for the Arc of Iowa and its Chapters, he recommends placing these funds in Accredited Community Foundations around the state. There are currently 4 across the state that are financially accredited. He suggests that we use their expertise and investing skills to house the money and that we set up a committee of the board to distribute that money made up of Arc fundraisers to grow local Arcs and there services. This would also give us an opportunity to access private donor funds to support our mission. The principal would not be available to use, Arc could only use a certain percentage annually, so the money would be protected and help sustain the Arc and local chapters year after year.

Doug would like to build annual fund raising packages for both rural and urban communities.

- “Acre for the Arc” was discussed, to raise money easily from farming communities. Farmers would be informed of the program via local fundraisers and 1 acre of crops would be sold at granaries and checks issued to the Arc of Iowa to be saved in funds in local communities and used as grants in those communities.
- An Arc film festival similar to what chapters of the Arc are hosting nationally was discussed as a potential urban fundraiser and advocacy and awareness campaign. We would need to raise money to plan and package the event: purchase films, set up the advertising, etc. Doug would ask for the \$ to build the package. Then we can take the packaged film fest from one urban setting to another urban area each year.

SELF ADVOCACY: The Arc has been chosen as the fiscal agent for a grant to conduct a self advocacy needs assessment through the Heartland Group. Doug would like to invite participants to a State-wide Grow your Arc Meeting in July. We would conduct this needs assessment at the meeting as well as compile information from other efforts across the state. The DD Council has

done extensive work already on a self advocacy needs assessment. Doug met with Rick Shannon and Becky Harper and they are supportive of sharing their efforts.

Funding from the grant can be used to pay people to come to the meeting to complete the needs assessment. Doug is looking to pair the needs assessment with the annual Arc meeting; have people do the needs assessment as the first part of the meeting. We can then pay for meal and travel, if needed.

Doug has met with Becky, and advocated for sharing information to cover more areas, not just at the state level.

SILC's: Dawn Francis is head of this group. This group advocates for younger persons, for waiver programs, and other services and may also have some input on Self Advocacy. Alice talked about the three groups that often cover the same needs/territory: Arc of Iowa, Developmental Disabilities Council, SABS. Alice stressed that we should start to work together.

INFORMING LOCAL ARC's

While attending the DD Council, Doug learned a great deal of information about the local Housing authorities and specific programs available that will help our members. Many people do not know these programs exist and Doug would like to make the information readily available.

The Arc should put out a quarterly newsletter, and a blog site.

Doug would like to be able to put links into the Arc of Iowa website to sites like the housing website. But will need to make updating the website easier; currently we spend \$50/month for the website, and the cost would increase by \$45 to \$90/month.

MOTION - Donna Bachman moved to approve this increase, Susan Teas seconded the motion, DECISION - a vote was taken and the motion carried.

LOCAL ADVOCACY - Doug would like to invite Lisa Heddens to the Grow Your Arc Meeting and talk about speaking with legislators and getting to know them personally, so that using their voice is successful. Maybe speak over lunch at the annual meeting.

BOARD DEVELOPMENT - At end of annual meeting elect Arc of Iowa board members?

PLANNING FOR FUTURE - Plan for future; give awards for service.

Doug would like to hire a manager to do the physical work of the Arc, that he often doesn't get to. He wants to host an annual Build your Arc event, with the annual meeting. Some details for meeting discussed earlier in the notes.

He would like to host the meeting in July, either July 11 or July 18, if on a Saturday. Doug will contact the speakers about the time and location.

Arc of Iowa should focus on 4 areas and should have committees for each area: Advocacy, fundraising, development and growth of the Board, and building local Arcs and services of those Arcs.

3. Potential new Board Members

Potential members need to be contacted again and invited to a board meeting prior to the July meeting. That is the responsibility of the current board.

4. Other items from the Board

Discussion about hiring a manager at \$22.50/hour (includes taxes and benefits), approximately \$11,700 per year. Will be a 1099, for IRS.

MOTION - Alice Phillips made a motion to pay Doug's office manager for 10 hours/week at the rate of \$22.50. Susan Teas seconded the motion

DECISION - all voted in favor of the motion. The motion carried.

Office location will be at Doug's current office, but will be some expense for Arc;

MOTION - Susan Teas moved that we pay \$200/month for office space to Doug Cunningham; Alice seconded the motion

DECISION - all voted in favor. The motion carried.

We will need to pay mileage for Arc business, as Doug will increase his mileage as he travel about the state. He will submit mileage at least once every three months. John will pursue setting mileage rate.

Discussion about the July meeting. Doug will pursue reserving the Johnston library location; Doug will also contact the potential speakers for their availability to set the date. We will need to send out flyers, and have people register ahead of time (to know how much food to get)? So need a draft of the flyer by June meeting to review and finalize.

Next Arc Meeting: June 20 from 10-12 at John's law office in Ames. John will distribute phone numbers of potential board members for us to call and ask for their commitment and invite them to the June meeting.

John Timmons adjourned the meeting.

Respectfully submitted,

Donna Bachman