Arc of Iowa Board Meeting

 March 14, 2018

Des Moines Gilroys/Iowa State Capitol Building

1:00 PM - Meeting called to order by Executive Director, Doug Cunningham. Board members present: Donna Bachman, secretary; Alice Philips; Susan Teas; Paula Connelly; Tricia Crain. Absent: Delaine Petersen, Board President, Mary McCalley, Karen DeGroot (Council)

Executive Director Update:

1. Vending Machines: All current operating vending machines are in the Cedar Rapids/ Iowa City area, except for one machine in Des Moines. Have staff hired and trained to fill machines at this time. Machines have a total fixed cost of approximately $3506/month, which does not include repayment for financing of the machines. Finance cost for machines is $2400/ month. This loan will be paid in 2020, at which time the costs will decrease/profits increase. Currently, the average profit for each machine is $215/month or $2580/year.
2. All new machines need funding prior to installation, so Doug and Delaine have been writing grants. Currently, they have at multiple grants in the process. The Board members thanked Doug and Delaine for their efforts and hard work to get the vending machine business up and running, making it the success it is right now.
3. New Chapters: Arc of Scott County has re-joined with Arc of Iowa.
4. Chapters at risk of disaffiliation:

Arc of Woodbury County: planning to catch up on dues – region is in turmoil and they are focusing on this.

Arc of North Central Iowa: planning to catch up on dues – have had turnover in leadership

Arc of Cedar Valley: still waiting for response – lost United Way funding – want to be affiliated but trouble qualifying for UW.

1. Invoices for affiliation dues are out. Not sure how many members belong to the association as some chapters do not provide information to Arc Iowa so members can be included. Jefferson and Nearby Counties has done a great job in providing emails. This will assist state chapter to begin communication with state membership.

New Business:

1. Website: Discussion regarding changing the website management to a new company (wildapricot.com). Delaine has donated money to pay for first six months with new website to get it started. It will be a statewide website, allowing for individual chapter pages, and also providing a means to allow the Arc to contact statewide members quickly with information. It will also provide a single place for members to renew (or sign up) online. This should benefit volunteer chapters. A motion was made by Donna Bachman to move ahead with the new website development. Susan Teas seconded the motion, and the Board approved the motion.
2. In the interest of helping chapters with their challenges, Doug would like to host a workgroup of Arc members to develop and implement support ideas for local chapters. Many chapters need help with local affiliation and of recruiting membership.
3. 1:45 PM Meeting adjourned to move to the Iowa State Capitol for the signing of the proclamation by Governor Kim Reynolds for March as Disabilities Awareness Month.

2:45 PM Meeting re-convened. Discussion continued regarding the website and how to make it optimal for local chapters.

1. Doug shared a letter that Delaine had drafted to send out to former Arc members who no longer have a local chapter in their area. The letter shares the activities and the progress that the Arc of Iowa has made in the last two years, and asks the former members to consider re-joining the Arc of Iowa. Those who renew will have dollars flow back to their “original home” chapter – thus helping chapter income. Paula Connelly made a motion to send the letter to former Arc members with membership fee set at $35. The motioned was seconded by Donna Bachman, and was carried by unanimous vote of Board members.
2. Discussion regarding the Arc Work Group continued regarding the need to set consistent membership fees across the state and to increase membership in Arc of Iowa. Donna Bachman made a motion to sanction the Work Group. Among items to discuss: fund raising, awareness, outreach to rural areas affiliation fees and membership. Alice Philips seconded the motion, and the Board voted in favor, Next step: Doug is to explore when and where to meet.

3:30 PM: Motion to adjourn the meeting made by Donna Bachman, seconded by Susan Teas. Meeting adjourned

Next meeting: April 14, 2018, at 10:00 AM, in the Ames Public Library.

Respectfully submitted,

Donna Bachman

Board Secretary