

Friends of the Arc Foundation, Inc.

Board of Directors Annual Meeting

**Swifty's Restaurant
245 Genesee Street
Utica, NY 13501**

September 19, 2017

The meeting was called to order at 12:12pm by K. Vitagliano, President

Present: K. Vitagliano, P. Baildon, A. Battaglia, A. Carbone, G. Faulkner, S. Gassner, C. Graves
D. Hamlin, K. Manella, G. Manfredi, R. Migliaccio, Z. Morell, A. Tahan
Excused: A. Bondarchuk, S. Covington, B. Luvera, T. Moyer, G. Raab, J. Suits, S. Zogby, R. Zhushma
Staff: K. Korotzer, R. Bell, M. Cifarelli, M. Dudek, K. Hoffman, V. Vetere, M. Entelisano
Guest: Steve Caruso of Caruso-McLean

Minutes of the Previous Meeting

A **motion** was made by G. Faulkner and **seconded** by A. Carbone to accept the minutes of the previous meeting as printed. **Carried**

Community & Family Services Presentation / Karen Hoffman, Director

Karen presented an overview of the Community & Family Services (CFS) department and shared a handout with board members; she discussed the different programs within CFS including respite services for children and adults. Stage Works, a program of CFS, will be performing The Little Mermaid on Friday evening at Clinton High School at 7:00pm; other programs include Teen Time and Saturday Friends of which both are looking for volunteers, please contact Karen Hoffman or the HR department if interested. Karen also thanked the foundation board for their financial support of CFS programs over the years for including recent improvements at camp. There were no questions for Karen.

Slate of Officers

A **motion** was made by K. Manella and **seconded** by C. Graves to accept the following Slate of Officers, selected via email vote prior to the meeting, to serve as officers for the 2017-2018 term:

- Adrienne Carbone, President
- Anthony Battaglia, Vice President
- Peter Baildon, Secretary/Treasurer

Carried

Investment Review / Steve Caruso, Caruso-McLean

Steve presented an update on the investments which was also presented at the September 12th finance committee meeting; shared a snapshot of the account; have seen a strong performance with some accounts at about 20% return; S&P is up double digits; will look at rebalancing closer to the end of the year. There were no questions for Steve.

Finance Committee Update / Anthony Battaglia, Committee Chair

Year end financials review with Dan Robertello also at the September finance committee meeting; an audit was not needed; everything is in line and he had nothing but kudos to the agency's finance department; there are no

recommendations at this time; fiscal year ended with a \$120,680.28 surplus and fund balance of \$1,476,699.24; the 990 has been completed and is ready to be filed; noted that Mary has a paper copy of the financials.

Event Reports / Mark Dudek, Director of Development & Public Relations

Golf tournament hosted by Swifty's in July netted about \$9,900 up from last year's \$5,520; number of golfers up this year to 126 from 88 last year; wrap up meeting to be held soon. Pour Your Heart Out is Saturday 09/30 at Teugega in Rome; will be honoring Tim Birnie and Paul Amoroso; Karyn and Zaida are co-chairing the event; we are on target with sponsorships but need more ticket sales; this is a business casual event. Arctoberfest is being held on Saturday 10/14 in Lowville 1pm to 4pm at the Marine Corp League; will be honoring Fort Drum who employs people we support. Annual Appeal on schedule for the end of October; still looking for a story to highlight. Mark thanked Karyn for her time as foundation board president and welcomed Adrienne as incoming president. Committee sign ups going on; please sign up for at least one committee. The new foundation website is ready; usernames and passwords will be sent out today; thank you to the IT department for their work on this; meetings, bylaws and information will be posted. There were no questions for Mark

Arc Update, Karen Korotzer

Karen thanked Karyn and congratulated Adrienne, Anthony and Peter as the officers of the board. Karen updated the board on telehealth status; update on the transformation of MSC to CCO with LifePlan, MSC will be out of the agency as of July 1, 2018 and we will lose a lot of funding with that as we have to stop billing; working to make sure our vacancies are filled with the Vacancy Management Committee; no truth to the rumor that we are merging; Jerry Switzer presenting at the next board meeting; there were no questions for Karen.

New Business – none

There being no further business, a **motion** was made by K. Vitagliano and **seconded** by G. Manfredo to adjourn the meeting.

The meeting adjourned at 1:03pm.

Respectfully submitted,
Maureen Entelisano
Executive Assistant