

SPECIAL OLYMPICS TEXAS
BOARD OF DIRECTORS' MEETING
FEBRUARY 10, 2017
SOTX CHAPTER OFFICE – 1804 RUTHERFORD LANE, AUSTIN, TX 78754
MEETING MINUTES

QUORUM = 2/3 OF 20 BOARD MEMBERS (13)

Board Present: Chad Tywater (Chair), Hector Amaya (Immediate Past Chair), Steve Griffith (Vice Chair), Dale Hosack, (Treasurer), Curtis Scheffe, Kathy Thompson, Jeanette Thorne, Frank Fucello, Steve Hatchell, Robert Bradshaw, Ralph Herring, Jackie Zigtema

Board Absent: Pattie Ballew, Kristi Hudson, Rick McCarty, Maureen McCutchen, Steve Hayes, Shon Bjornberg, Sam Arciniega, Tammy Hortenstein

SOTX Staff: Suzanne Anderson, Rick Brown, Margaret Larsen, Kathy McClain, Tela Mange, Lynette Pardue, Marlene Mitchell

Guests: Norm Arias

- I. CALL TO ORDER – CHAD TYWATER AT 11:02AM
- II. Faye Sarofim & Co Presentation
- III. Staff Speaker – Norm Arias
- IV. PRESIDENT’S UPDATE
 - A. Board Email Updates
 - B. All Staff Meeting – December 2016
 - C. Organizational Dashboard
 - D. Board Orientation- TBD
 - E. Special Olympics Texas Accreditation
 - F. Research
 - G. Charity Navigator – SOTX Designated as a 4-Star Charity

Board email is in the book.

Very successful Chapter All Staff Meeting which involved cross training and other educational resources. Development has training each month.

Board Orientation date is to be scheduled. We will send out a calendar invite.

The Research that was done by University of Massachusetts and Dr. Gary Siperstein, proved to be very information and successful. It was a very extended research project; Larger than any research project SOI has done.

SOTX has been named a 4-star charity by Charity Navigator. We are also a Guidestar Platinum Charity.

V. BOARD MEETING MINUTES – DECEMBER 2, 2016

Motion	<i>To approve December 2, 2016 board meeting minutes as presented.</i>
Made	Steve Griffith
Second	Hector Amaya
Vote	Passed Unanimously

VI. PRESIDENT’S ADVISORY COUNCIL NOMINATIONS 2017 (PAC)

- 1. Adam Dougherty (Area 4)
- 2. Alex Howard (Area 4)
- 3. Paul Gustafson (Area 20)
- 4. Wayne Krase (Area 10)
- 5. Brad Freis (Area 10)
- 6. Chief Doug Reim (Area 10)
- 7. Larry Nordgaard (Area 11)
- 8. Doug Sisk (Area 10)
- 9. Shirley Johnson (Area 20)
- 10. Sergio De La Rosa (Area 19)
- 11. John T. Oldham (Area 4)
- 12. Billy Ray Glass (Area 10)
- 13. Shaun Linsey (Area 4)
- 14. Patricia Camacho - Longoria (Area 13)
- 15. Marian Cabanillas (Area 4)
- 16. Brian Lemons (Area 10)
- 17. Ian Rawn (Area 107)
- 18. Benjamin Garcia (Area 17)
- 19. Katherine Ehresman (Area TBD)
- 20. Samuel H. Sherman (Area 17)

Motion	<i>To accept the PAC elections as presented.</i>
Made	Steve Griffith
Second	Steve Hatchell
Vote	Passed Unanimously

VII. KATHY THOMPSON BOARD OF DIRECTORS' RESIGNATION

Motion	<i>To accept the board resignation of Kathy Thompson as presented.</i>
Made	Steve Griffith
Second	Steve Hatchell
Vote	Passed Unanimously

VIII. DON LANGER BOARD OF DIRECTORS' NOMINATION

Motion	<i>To accept the board nomination of Don Langer as presented.</i>
Made	Steve Griffith
Second	Hector Amaya
Vote	Passed Unanimously

IX. FINANCE – * 2017 Goal – *Create annual budget, coordinate annual audit, manage team funds, support grant writing, manage all facilities, coordinate new building, accurately report financial information. YTD achieved –2016 audit underway. Refer to Dashboard for additional YTD information.*

A. Motion to approve December 2016 Un-audited Financials

Motion	<i>To approve the December 2016 un-audited financials as presented.</i>
Made	Steve Griffith
Second	Jeannette Thorne
Vote	Passed Unanimously

B. Bank Signature Cards Authority (Bank of America Account)

Motion	<i>To approve the motion that the Board Chair, Vice Chair, Treasurer, President/CEO, Vice President - Finance and/or Shared Services of Special Olympics Texas, Inc. are authorized to sign on Bank of America bank accounts on behalf of SOTX. (See attachment)</i>
Made	Ralph Herring
Second	Kathy Thompson
Vote	Passed Unanimously

C. Bank Signature Cards Authority (Money Market Accounts)

Motion	<i>To approve the motion that the Board Chair, Vice Chair, Treasurer, President/CEO, Vice President - Finance and/or Shared Services of Special Olympics Texas, Inc. are authorized to sign on Three Money Market bank accounts (Austin Telco Federal Credit Union, University Credit Union, and Velocity Credit Union) on behalf of SOTX. (See attachment)</i>
Made	Kathy Thompson
Second	Jake Squiers
Vote	Passed Unanimously

D. Motion to approve the following recommendation from Fayez Sarofim:

- Continue to manage the HEB fund as a balanced account with a 65/35 target with manager discretion that allows us to rebalance after the equity portion exceeded 70%.
- Continue to manage the Nannie Hogan Boyd account as a 100% fixed income account.
- Remove the 65/35 overall asset mix until the Equity and Fixed Income accounts are replenished

Motion	<i>To approve Fayez Sarofim recommendation as listed above.</i>
Made	Steve Griffith
Second	Steve Hatchell
Vote	All approved/except one abstain (Chad Tywater)

X. CONSENT/INFORMATION

A. Meeting Minutes

Finance Committee Meeting Minutes – January 19, 2017
Executive Committee Meeting Minutes – January 27, 2017

B. Field Services – * **2017 Goal – 58,000 Athletes. Refer to Dashboard for YTD Information**

1. Competition and Games
2. Program Training
3. Outreach and Families
4. Project Unify-Meet in the Middle
5. Healthy Athletes
6. 2017 World Games
7. 2018 National Games

Dashboard has been updated to show total Athletes at 58,333.

World Games expenses for each athlete is \$800.

C. Communications * **2017 Goal – Enhance web capabilities, tools and information for increased multi-media offerings and increased number of website and social media visits. Refer to Dashboard for YTD Information**

1. Austin Hill Day
2. Website
3. Marketing and PR Activities
4. Social Media Updates
5. Graphic Design
6. Speakers Bureau Training

March 1 – Austin Hill Day for Spread the Word to end the Word.

We will have an online speaker's bureau training April 22 from 10am-12pm.

D. Shared Services* **2017 Goal – Increase staff proportionate to need / Address IT and Volunteer needs. Refer to Dashboard for YTD Information**

1. Turnover & Staff Report
2. Volunteer Report

Ended 2016 at 17%. We have 81 budgeted staff.

Succeed our goal for volunteers. For 2016 increased by 5.3% growth.

E. Development – * **2017 Goal – \$ 8,150,000 revenue / In-kind \$9,000,000 Refer to Dashboard for YTD Information**

1. Event Calendar
2. Development Update

Development Events are listed on the calendar.

We have eliminated Major Gifts /Planned Giving position and have decided to put our resources in sponsorships and promotions.

Currently looking for Area 10 Area Director.

New Money:

Chipotle is giving back to SOTX 50% for every meal purchased. Buyer has to mention Special Olympics Texas.

McAlister's - For the month of April SOTX will receive .50 for each cookie sold.

Toyota Truck Raffle raised \$81,520

Capital Campaign – We are currently owing \$450,566

F. Approval of Consent Agenda

Motion	<i>To approve consent agenda as presented.</i>
Made	Steve Griffith
Second	Dale Hosack
Vote	Passed Unanimously

XI. BOARD MANAGEMENT COMMITTEE UPDATES

A. SOTX Board Roster

B. SOTX Board Term

C. SOTX Board Attendance

Board members were reminded of the importance of attendance for the board meetings and to please try and attend them.

XII. ANNOUNCEMENTS

A. Calendars

B. Board Expense Form

Please make sure to check calendars for upcoming meetings.

Please complete the board expense form and return to Marlene Mitchell.

XIII. NEW BUSINESS

XIV. NEXT MEETING – MAY 25, 2017 – UNIVERSITY OF TEXAS AT ARLINGTON

XV. ADJOURNMENT

Approval to adjourn board of directors’ meeting.

Motion	<i>To approve to adjourn board of directors’ meeting.</i>
Made	Steve Griffith
Second	Chad Tywater
Vote	Passed Unanimously

***NOTES IN BOLD/ITALICS ARE CORRELATED TO THE STRATEGIC PLAN / MARK YOUR CALENDARS FOR UPCOMING EVENTS/MEETINGS**

2017 SOTX Executive Meetings/Games

SOTX GAMES SCHEDULES

Summer Games – May 25-28, 2017 (Arlington)

2017 Finance Committee Meetings

- April 13, 2017 – 2:00 p.m. – 4:00 p.m. (Conf. Call)
- **June 15, 2017 – 2:00 p.m. – 4:00 p.m. (Conf. Call) (Tentative)**
- August 17, 2017 – 2:00 p.m. – 4:00 p.m. (Conf. Call)
- November 9, 2017 – 2:00 p.m. – 4:00 p.m. (Conf. Call)

2017 Executive Committee Meetings

- April 20, 2017 – 2:00 p.m. – 4:00 p.m. (Conf. Call)
- **June 22, 2017 – 2:00 p.m. – 4:00 p.m. (Conf. Call) (Tentative)**
- August 24, 2017 – 2:00 p.m. – 4:00 p.m. (Conf. Call)
- November 16, 2017 – 2:00 p.m. – 4:00 p.m. (Conf. Call)

2017 Board of Directors' Meeting

- **May 11, 2017 – Board Orientation (1030am-2pm)**
- May 25, 2017 – 11:00 am – 2:00 p.m. / (UTA) (Thursday)
- **July 7, 2017 – 11:00 a.m. – 1:00 p.m. (Tentative)**
- September 15, 2017 – 11:00 a.m. – 1:00 p.m. / (Chapter Office) (Friday)
- December 8, 2017 – 9:30 a.m. – 1:00 p.m.
(Austin) (Friday). Executive Session – 9:30am
- ***A Very Special Celebration – 6:30pm-9:00pm***