

SPECIAL OLYMPICS TEXAS
BOARD OF DIRECTORS' MEETING
JULY 14, 2017 / 11:00 AM – 1:00 PM
SPECIAL OLYMPICS TEXAS CHAPTER OFFICE
1804 RUTHERFORD LANE, AUSTIN, TX 78754

Board Present: Chad Tywater (Chair), Hector Amaya (Immediate Past Chair), Steve Griffith (Vice Chair), Dale Hosack, (Treasurer), Rick McCarty (Parliamentarian), Maureen McCutchen (Secretary), Jeanette Thorne, Sam Arciniega, Ralph Herring, Pattie Ballew, Don Langer, Steve Hayes, Jake Squiers; Jackie Zigtema

Board Absent:, Robert Bradshaw, Kristi Hudson, Tammy Hortenstein, Curtis Scheffe, Frank Fucello, Shon Bjornberg, Steve Hatchell

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

- I. EXECUTIVE SESSION – 11:00AM
- II. CALL TO ORDER – CHAD TYWATER (11:36AM)
- III. PRESIDENT’S UPDATE
 - A. Board Email Update (May/June)
 - B. Organizational Dashboard
 - C. SONA South Central Regional Meeting Update
 - D. 2018 Unified Champion School Conference – February 2018 in San Antonio
 - E. Texas State Employability Research Project
 - F. Technology Innovation Committee

Suzanne Anderson

Thanked the board and VP for the dedication and support during this time of change/transition.

Videos shown from Unified Champions’.

Manchester United will be hosting soccer clinics throughout the states in July; one to be held in Houston, Texas.

New research project with Texas State – looking at ways training can enhance the success rates for people with intellectual disability successful.

IV. BOARD MEETING MINUTES – MAY 25, 2017

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| Motion | To approve the May 25, 2017 Board Meeting Minutes as presented. |
| Made | Steve Griffith |
| Second | Hector Amaya |
| Vote | Passed Unanimously |

V. BOARD MEETING MINUTES – JUNE 15, 2017

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| Motion | To approve the June 15, 2017 Board Meeting Minutes as presented. |
| Made | Steve Griffith |
| Second | Patti Ballew |
| Vote | Passed Unanimously |

VI. BOARD APPROVAL FOR ALLEN LOVELACE MOORE AND BLANCHE DAVIS MOORE GRANT

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| Motion | To approve the Allen Lovelace Moore and Blanche Davis Moore Foundation required language in board minutes for grant. The filing of the grant application with the Allen Lovelace Moore and Blanche Davis Moore Foundation is authorized for \$10,000. The purpose of the grant funds are to provide general support to the Special Olympics Texas Area Office in Corpus Christi, Texas for programs for youth. |
| Made | Steve Griffith |
| Second | Ralph Herring |
| Voted | Passed Unanimously |

VII. BOARD APPROVAL FOR CLOSING OF GREATER TEXAS FEDERAL CREDIT UNION ACCOUNTS

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| Motion | To approve the above-mentioned motion pertaining to closing of Greater Texas Federal Credit Union Accounts for Special Olympics Texas. |
| Made | Steve Griffith |
| Second | Rick McCarty |
| Voted | Passed Unanimously |

VIII. BOARD APPROVAL FOR AMENDMENTS TO THE SPECIAL OLYMPICS TEXAS 401 (K) PLAN

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| Motion | To approve the above-mentioned motion pertaining to amendments of the Special Olympics Texas 401 (k) plan as presented. |
| Made | Sam Arciniega |
| Second | Steve Hayes |
| Voted | Passed Unanimously |

IX. BOARD APPROVAL FOR CLOSING OF 457 (B) PLAN

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| Motion | To approve the above-mentioned motion pertaining to the closing of the Special Olympics Texas 457 (b) Plan as presented. |
| Made | Jake Squiers |
| Second | J'Nette Thorne |
| Voted | Passed Unanimously |

X. 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 completed. Refer to Dashboard for additional YTD information.**

Motion to approve May 2017 Un-audited Financials

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| Motion | To approve the May 2017 un-audited financials as presented. |
| Made | Steve Griffith |
| Second | Hector Amaya |
| Vote | Passed Unanimously |

XI. CONSENT/INFORMATION

A. Meeting Minutes

1. Finance Committee – June 15, 2017
2. Executive Committee – Jun 22, 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. Unified Champion Schools
5. Healthy Athletes
6. National Games

National Games quota has been submitted – Games will be held in Seattle, Washington July 1-6, 2018.

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. PR/Communications Committee
2. Website
3. Social Media
4. Graphic Design
5. Marketing and PR Activities

EPYS event videos shown. Tela mentioned that Marlene Mitchell will send links of videos to the board.

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
- 11 Vacancies: 5 on hold and 6 open / 2 Terminations in Development

E. Development * **2017 Goal – \$ 8,150,000 revenue / In-kind \$9,000,000**

Refer to Dashboard for YTD Information.

Development Update

We have about \$450,000 to go finish off the campaign.

Because of SB 272, the DMV campaign should bring in about 120k per year.

Rick Brown has reached out to Billy Glass regarding the SOTX Brick Campaign

F. 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 completed. Refer to Dashboard for additional YTD information.**

Closing on Building / Appraisal – In regards to the SOTX New Mortgage, Line of Credit and New Bank Status – a detailed report will be made the July board meeting.

Lynette Pardue mentioned the building appraisal came in at \$7,050,000. We are receiving a good interest rate for the building mortgage.

G. Approval of Consent Agenda

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| Motion | To approve consent agenda as presented. |
| Made | Steve Griffith |
| Second | Steve Hayes |
| Vote | Passed Unanimously |

XII. BOARD MANAGEMENT COMMITTEE UPDATES

A. SOTX Board Roster, Term, Attendance

B. Board Nominations

1. Chief Doug Reim

2. Allen Leitko

3. Jan Sartain has also expressed interest to rejoin the board.

Please notify Chad Tywater or Steve Griffith if you would like to nominate someone for the board of directors.

C. SOTX CEO Search Committee (board requested to add this motion)

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| Motion | To approve the SOTX CEO Search Committee that will be selected by the Chairman of the board. |
| Made | Steve Griffith |
| Second | Steve Hayes |
| Vote | Passed Unanimously |

XIII. ANNOUNCEMENTS

A. Calendars

B. Board Expense Form

XIV. NEXT MEETING – SEPTEMBER 15, 2017 - 11:00 AM - 1:00 PM. (SOTX CHAPTER OFFICE)

XV. ADJOURNMENT

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| Motion | To adjourn the Board of Directors' Meeting. |
| Made | Rick McCarty |
| Second | Steve Griffith |
| 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

2017 Finance Committee Meetings

- August 17, 2017 – 3:00 p.m. – 5:00 p.m. (Conf. Call)
- November 9, 2017 – 3:00 p.m. – 5:00 p.m. (Conf. Call)

2017 Executive Committee Meetings

- 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

- 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