

## **Call to Order**

Chairman Vasquez called the meeting to order at approximately 11:45 a.m.

## **Members and Staff Present**

*Board Members:* David Vasquez, Randy Briones, Lisa Collins, Jana Endicott (by phone), Michael Campbell, Rick Forlano, and Nicole Volek

*Staff:* Manuela Arroyos, Angelica Martinez, and Liz Toomey

## **Action Items**

Assistant Secretary Michael Campbell notified the board that he had reviewed the minutes and found no errors—he made a motion to approve the March minutes and was seconded by Rick Forlano. With no discussion, the motion passed. CEO Arroyos informed the board that board minutes will be available online starting next month.

## **Treasurer's Report**

Assistant Treasurer, Lisa Collins, presented the treasurer's report. She informed the board that all bills were approved and all checks were signed. She then notified the board of the upcoming CDARs renewal and Treasurer Shirley's suggestion to move \$100,000 into the reserve account—with the goal of reaching a six month "working budget." Jana Endicott made a motion to move \$100,000 into the CDARs account (FBS reserve account) and was seconded by Randy Briones. With no further discussion and all in, the motion passed.

Next there was a discussion regarding the receivables. After reviewing the deposits, CEO Arroyos stated that the Sterling Turner Foundation has approved a grant for \$30,000—to be received next month, and The Norma Petrosewicz Fund has agreed to fund FBS with \$25,000. Liz Toomey, FBS CPA, then informed the board that although it is new money, grant-fund development is still under budget.

Liz Toomey notified the board that FBS will still be meeting with the auditors from Blazek and Vetterling next month—and asked the board to see the draft audit given to all board members. CEO Arroyos told all board members that they were welcome to participate in the meeting with the auditors or they could direct questions to Treasurer Shirley or Chairman Vasquez.

There was a motion to accept the Treasurer's report as submitted by Michael Campbell and was seconded by Rick Forlano. With no further discussion, the motion passed.

## **Transportation**

After a discussion led by Chairman Vasquez regarding transportation, the following was agreed on by FBS and Fort Bend Transportation:

1. There will be a renewal of the transportation contract in October 2010.
2. There will be an increase in October 2010.
3. Two FBS Board members will serve on a committee regarding transportation.
4. There will be early notifications of any future rate increases.
5. There will be a 5% cap on rate increases.
6. Fulshear and Kendleton senior center locations will be included in the routes for pick-up and delivery.

### **SL-CDBG Application**

CEO Arroyos asked the board to approve and sign the Sugar Land Community Development Block Grant Application. Nicole Volek made a motion for Chairman Vasquez to sign the application and was seconded by Rick Forlano. With no discussion, the motion passed.

### **Capital Campaign / New Building**

CEO Arroyos began the discussion regarding the possible purchase of a new building for FBS' main office location. She stated that Rebecca Maitland, grant writer, has been working diligently on the capital campaign to raise funds to purchase a new building for FBS. The building is location in Downtown Rosenberg. She stated that FBS has looked at other buildings as well and suggested the board create an Ad Hoc committee to look at the building. Chairman Vasquez and Randy Briones added that a new building was discussed at last year's board retreat. After discussion, a motion was made by Randy Briones to assemble an Ad Hoc committee to research and view the building and was seconded by Michael Campbell. The Ad Hoc committee will consist of Chairman Vasquez and Treasurer Shirley. With no further discussion, the motion passed.

### **2009 Year End Audit**

Discussion was tabled pending next month's meeting with Blazek and Vetterling.

### **Reports**

CEO Arroyos gave all board members a calendar of events for May as well as her monthly report.

### **Closing**

CEO Arroyos informed the board that FBS was seeking donations to purchase Mother's Day flowers for FBS clients. A motion was then made by Lisa Collins to Adjourn and was seconded by Rick Forlano. The meeting adjourned at approximately 1 p.m.

*Respectfully Submitted,  
Angelica Martinez*

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Jana Endicott, FBS Board Secretary