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Fort Bend Seniors Meals on Wheels & Much, Much More!  
Regular Board Meeting  
Wednesday, January 26, 2011  
1330 Band Road  
Rosenberg, TX 77471

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### **Call to Order**

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

### **Members and Staff Present**

Board Members: Chairman, David Vasquez; Vice Chairman, Randy Briones; Treasurer, Tom Shirley; Assistant Treasurer, Lisa Collins; Secretary, Michael Campbell; Assistant Secretary, Ray Aguilar; Rick Forlano, Paul Friesen, Christen Johnson, and Eric Robins

Staff: Manuela Arroyos, Angelica Martinez, and Liz Toomey

### **Action Items**

After review of the minutes, a motion was made by Secretary, Eric Robins to approve the October, November, and December (2010) minutes and was seconded by Treasurer, Tom Shirley. With no discussion, the motion passed.

### **Treasurer's Report**

All board members were provided with October, November, and December financials. Treasurer Tom Shirley presented the treasurer's report. He reviewed the financials with the board, going over assets and liabilities for the month. In summary, he stated that FBS had a very good year, and came in "at plan" from the bottom line. He also informed the board that the account receivables were cleaned up, with nothing out of the ordinary. Following the review of the financials, Mr. Shirley informed the board that the finance committee decided to renew the CDARs (Reserve Account) for six more months, and added that all FBS money is 100% FDIC insured. There was a motion by Ray Aguilar to approve the financials and to pay the bills. Eric Robins seconded, and the motion passed with no further questions.

### **2009 Annual Report**

Board members were presented with copy of the 2009 Annual Report—which is also available on the FBS website. CEO Arroyos stated that the 2010 Annual Report will be completed and available by the end of August. After review, there was a motion by Paul Friesen to approve the annual report as presented. The motion was seconded by Lisa Collins, and the motion passed.

### **Capital Campaign Study**

CEO Arroyos began the discussion by first reminding the board of the Butler Building, which FBS first showed interest in. She further reminded the board of the drawbacks of the Butler Building. She then informed the board of the feasibility study which Rice University has agreed to offer to FBS. They will create a focus group which will ask questions, review several options and buildings, and should have something back to the agency by May. The board then viewed a PowerPoint presentation of three local buildings that are currently for sale. Following the presentation, Chairman Vasquez stated that a committee needed to be appointed to further review the buildings. Tom Shirley and Ray Aguilar were appointed that position.

### **Year End Report**

All board members were given a copy of the year end report provided by CEO Arroyos. After reviewing the report with the board, CEO Arroyos informed the board of some recent grants that FBS was given recently, as well. She informed the board of the "Quarterback Award," which was awarded to FBS by the Houston Texans Foundation. She also gave an update on the George Foundation and the TDA, Texans Feeding Texans Grant.

### **Fund Raising**

Kristin Weiss updated the board on the upcoming fundraising events for 2011 and informed the board that she will need support for sponsorships and will also need contact information.

### **Closed Session**

#### **Closing**

Following closed session, Chairman Vasquez announced that Liz Toomey, FBS Accountant, will be hired as Finance Director starting in February. The meeting then adjourned at 1:15 p.m.

*Respectfully Submitted,  
Angelica Martinez*

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Michael Campbell, FBS Board Secretary