
Fort Bend Seniors Meals on Wheels & Much, Much More!
Regular Board Meeting
Wednesday, March 23, 2011
1330 Band Road
Rosenberg, TX 77471

Call to Order

Chairman David Vasquez called the meeting to order at approximately 7:45 a.m.

Members and Staff Present

Board Members: Chairman, David Vasquez; Vice Chairman, Randy Briones; Assistant Treasurer, Lisa Collins; Assistant Secretary, Ray Aguilar; Namita Asthana; Rick Forlano, Paul Friesen, Christen Johnson, Eric Robins, and Nicole Volek

Staff: Manuela Arroyos, Angelica Martinez, and Liz Toomey

Action Items

After review of the minutes, a motion was made by Assistant Secretary, Ray Aguilar to approve the February minutes and was seconded by Eric Robins. With no discussion, the motion passed.

Treasurer's Report

All board members were provided with the February financials. FBS Finance Director, Liz Toomey, presented the treasurer's report. She reviewed the financials with the board, going over expenses and receivables for the month. CEO Arroyos added that FBS received additional funding from HGAC this month—approximately \$92,000. The funds were for congregate and transportation costs from September 2010. Liz Toomey then added that because receiving this money was a “subsequent event” for 2010, she would need to inform the auditors, and the 2010 audit will likely need to be adjusted. In closing, Liz Toomey informed the board that among the bills, the Valley check had not been cut, but would be cut today. Ray Aguilar then made a motion to approve the treasurer's report and the bills. Rick Forlano seconded the motion and with no further discussion, the motion passed.

Audit

Liz Toomey updated the board on the annual audit that took place earlier this month. She informed the board that FBS is drawing closer to having to have a “single audit”—if FBS receives more than \$500,000 or more in federal funding. At this time, HGAC receives most of the federal funding on behalf of FBS (we receive funding from HGAC). She then stated that she will be focusing on federal funding this year and would keep the board updated. CEO Arroyos added that she was able to speak to the auditors and received some insight on capital campaigns. Chairman Vasquez then asked if anyone had any questions. With no questions, CEO Arroyos informed the board that the auditors would be coming to next month's meeting to discuss and review the 2010 audit.

Capstone / Building Design

Chairman Vasquez addressed the board and updated them on the progress of the capital campaign and future site of FBS. In summary, it was decided that FBS would benefit most from building a new location “from the bottom up” rather than purchasing a building already in place and then remodeling extensively to accommodate the needs of FBS. He added that FBS is now currently searching for land to build on. CEO Arroyos then updated the board on the progress of the capstone study. She informed the board that the students from Rice are piecing together the information they have collected and will

be conducting their feasibility study soon. She stated that the capstone will need to be completed by May and she will update the board as things progress.

CEO Report

All board members were given a copy of the CEO report provided by CEO Arroyos. After reviewing the report with the board, CEO Arroyos added that Wells Fargo will be the title-sponsor the Mad Hatter event—donating \$10,000.

Fund Raising

Fundraising information was included in the CEO report. Please note the following upcoming events:

Mad Hatter – April 29 @ the Stafford Center

Cinco de Mayo – May 7 @ La Cocina Mexican Restaurant

Kickin' Senior Hunger – May 29

Groovy Party – September 17 @ Safari Texas

Fund Development

Rebecca Maitland updated the board on the grants she has outstanding. A grant report was included in the CEO report as well. She informed the board that several funding agencies' boards meet in March and FBS should be hearing from some of them soon.

Closing

In closing, CEO Arroyos informed the board that she would be doing another public service announcement on channel 55. The meeting adjourned at approximately 9 a.m.

*Respectfully Submitted,
Angelica Martinez*

Michael Campbell, FBS Board Secretary