

The Arc of Davidson County
Executive Committee Minutes
October 30, 2008

Present: Wendy Tucker, Jennie Scott, Angie Rice, Norman Tenenbaum, Debbie Frazier

1. Minutes of the July 14, 2008 Executive Committee were reviewed. Correction to add Angie Rice as present at the July 14 meeting was noted. Jennie moved that the minutes be approved with the correction. Angie seconded the motion. The minutes were approved.
2. Financial Reports:
 - a. Norman reported on the September Financials
 - b. Norman explained changes in our 403 (b) Plan with the IRS. This will cost approx \$4,000 to get our plan up to date.
3. Contracts:
 - a. Norman presented the J&I Contract that is being proposed for January 1, 2009. Jennie moved that the contract be approved. Wendy seconded the motion. The motion was approved.
 - b. The Westminster Contract was presented to the committee by Norman. Jennie moved that the contract be approved. Angie seconded the motion. The motion was approved.
4. The audit has been completed and should receive the report sometime in November.
5. The new accounting software has been installed and P/R, A/P are up and running. Still have G/L training and set up to go. Hope to be running live sometime in November.
6. Norm reported that The Arc has been requested to oversee the Talley Trust. He felt we needed an attorney to consult with us to set this up and to also see if this is something The Arc wants to do. Will get back with everyone when he has more information.

7. Norman reported that Erin is likely going to be leaving The Arc due to her husband being accepted to a program overseas. She would like to continue with us in some type of capacity till she would have to leave.
8. Next meeting was scheduled for December 2, 2008 at 12:00.

Meeting adjourned

Respectfully submitted,
Debbie Frazier, scribe