

- 4:00 Board Meeting Commences**
- 1. Call to Order**
 - 2. Prayer**
 - 4:05 3. Audit Presentation – Pat Caleyly**
 - 4:35 4. Approval of Minutes for May Meeting (sign Feb)**
 - 4:40 5. Questions on reports and committees:**
 - a. Development**
 - b. Financials**
 - c. Flash Report**
 - 5:00 6. Board Committee Follow Up Discussion and Survey**
 - 5:30 7. Presidents One Page Report**
 - 5:40 8. New/Old Business**
 - a. Need a vote for signature cards at Woodforest**
 - b. Holly Gruy**
 - 5:45 9. Closing Prayer**

Calendar

Let's Unwind Wednesday	June 14, 2017	6:00
Board Meeting	June 15, 2017	4:00
Elaine Turner Shop & Share	June 29, 2017	5:00
Let's Unwind Wednesday	July 12, 2017	6:00
Board Meeting	July 20, 2017	4:00
Board Meeting	August 17, 2017	4:00
Let's Unwind	August 23, 2017	6:00

May 18, 2017
4:00 – 6:05 pm

Meeting Place: Newfield Conference Room
4 Waterway Ct.
Spring, TX 77380

Attendance: BOARD MEMBERS – Denny McGuire, Gary Packer, Patrick Flaherty, Todd Bryant, Peggy Boyce, Martin Evans, Connie Goers, Mike Maher, Chris Osborne, Nel Somarriba, Nancy Kosh, Holly Gruy, Kathy Tabor STAFF – MG Tindall, Sheila Greaver, Krista Carroll-Venezia, Michelle Bellaire GUEST – Marcel Lue, Anthony Boulet and Austin from MCYS

4:12 pm Call to Order/Opening Prayer – Denny McGuire

4:15 pm – Education Series: Equine Assisted Learning: Krista Carroll-Venezia and Marcel Lue (MCYS)

- Krista introduced Marcel Lue – Director of Center Services at MCYS, his assistant Anthony Boulet, and Austin, a resident of the Montgomery County Youth Services center.
- The facility is a 90 day first step emergency center for children 10-18 years old that have to be removed from their home due to abuse, or other horrible instances that need to be investigated.
- The residents learn social skills, independence, and academic skills. They receive a lot of therapy.
- Anthony praised the ranch for the huge optimal level of service that we provide. He told the story of a girl at the facility and how she was stand offish, showed no affection or interaction with others and that when she came to the ranch her horse just wrapped himself around her and she just melted. He says he sees huge leaps and bounds with the residents after they have been out to the ranch and tells those that are just arriving at the facility to hold on until Wednesday for ranch day. They will be better for it.
- Austin shared his story and what it means to him to be able to participate in EFL and the impact it has had on him.
- Krista presented slideshow on MCYS and Redeemed Ministries.
- Nel suggested that we share MCYS/Redeemed at the Gala.

5:00 pm – Approval of April Meeting Minutes

- Minutes approved by Martin Evans and Holly Gruy

5:05 pm – Questions on reports and committees

Financials

- Nel will oversee financials and make observations. Over the past 4 months everything looks good. We are a little over on expenses and a little under on income. Next meeting she will have more of the historical information so that she can make comparisons.

- Mike Maher – noted difference in bank statement last year vs. this year - \$100,000 difference in monies raised in 2015 gala vs. 2016 gala and \$100,000 in flood monies that came in in 2016 vs none in 2017.

Development – Sheila Greaver

- Difference between 2016 & 2017 numbers – due to flood monies received
- Breakfast with the Champions – 84 in attendance, should have a net gain of \$13,235
- Jay Mannell with Texas Children’s PT department – big tour coming out – wants to bring his 30 person team to observe and learn benefits of horse therapy -wants to bring monitors to see how movement of the horse and rider transitions to the body of the rider.
- Gala sponsorship packets are ready – honoring Newfield Foundation/Newfield – thanks to Nancy and Casey Kosh for the VIP party again this year
- Sheila will email Insperity Golf contacts, Gala Save the Dates, and Sponsorship packet to the board
- Encouraged the board to get sponsors and attendees for the Gala
- Discussed upcoming events – Let’s Unwind events, Elaine Turner, etc.

Flash Report – MG Tindall

- Twenty-four clients on the waiting list
- 100% of our volunteers slots are filled
- EAL program growing with Krista full time – MCYS and Redeemed – multiple days and larger groups
- Thirty-three clients registered for summer lessons
- July summer camp session
- Intern – Jaye – helping this summer working on her PATH certification – hopefully in the fall we can add to our number of clients
- Number of clients we are limited to is based on number of horses we have and staff limits. In a perfect world, we would have up to 125 clients and 20 horses. We cannot do that now due to the safety of evacuating. We are limited to the safe evacuation of 15 horses at this time. Seventy clients max at this time.

5:30 pm – Board Committee Structure – Denny McGuire and Gary Packer

- Denny noted that board attendance has been down
- Looking to reorganize committee structure –
Internal Affairs Committee – made up of staff, property, programs, strategic planning committees
External Affairs Committee – sustainability and marketing committee
Governance Committee – currently nominating committee -health and function of the board – new recruits – orientation – Gary Packer will head this committee
Executive Committee – current executive committee plus committee chairs
Advisory Committee – critical champion for Inspiration Ranch – no governing function
Prayer Committee – current committee – prayer
- Todd likes the idea of breaking into committees before or after current meeting that way two groups can interact with each other if needed
- Pat likes that we can utilize our time more efficiently by having both committee and board meeting on the same day – either before or after like Todd suggested
- Mike suggested an earlier rather than later time to start due to commute from Houston for some members
- MG suggested having every other meeting at the ranch

- Gary – 45 minute presentation (Educational), 15 minute financials, and final minutes at end
- Agreed on when to gather – every month as usual for board meeting and educational series, quarterly for more in-depth meeting, every other month break down into committees
- MG will put together new calendar to reflect these changes
- Gary talked about self-evaluations – they will be confidential – rate yourself as a board member – where you can help more – ways to get involved – review at board level – things to do to enhance board experience – what can we do better
- MG asked that everyone on the board fill out Board Member Profile

5:45 pm – President’s One Page Report

- MG – hopes to have the audit report next month
- United Way photo shoot – pictures will be used for their brochure – we get excellent feedback from United Way; this is a big deal for future potential funding of our programs
- Greg starts June 1 as Equine Manager
- Volunteer Appreciation Dinner is coming up – thank you to Amerigo’s for catering
- Board Head Shots – encouraged board to schedule these
- Expanding our vision – MG has been invited to Belarus by Our Legacy to help them facilitate a new program
- Property update – a lot of interest in the property – we will continue to reach out to potential buyers
- Conversations continue with Virgil and Johnson Development for new property
- MG and Todd are graduating from LMC – discussed Henry’s Home as their project
- Gary asked the board if there is anything they would like to learn about – Sheila suggested how to give tours and feeling comfortable doing so, how to give “elevator speech” to potential donors, Todd suggested role play when going through “how to give tours”

6:05 pm – Closing Prayer – Krista Carroll-Venezia

Minutes respectively written and distributed by Michelle Bellaire, Administrative Assistant, email: michelle@inspirationranch.org

Board Approval _____

Monthly Development Update

Board Update - May 31, 2017

2016 vs. 2017 Year-To-Date

January 1st through May 31st

2017 - \$ 103,186

2016 - \$ 147,237

January 1st through May 31st

-29%

2017 YTD Actual vs. Budget

January 1st through May 31st

ACTUAL - \$ 103,186

BUDGET - \$ 170,370

January 1st through May 31st

61%

Analysis by Fund

2017 (January 1 - May 31st)

Unrestricted	(146)	\$ 57,314
Capital (Restricted)	(1)	\$ 40,000
Horse	(20)	\$ 3,647
Scholarship	(7)	\$ 2,225

2016 (January 1 - May 31st)

Unrestricted	(148)	\$ 139,707
Capital (Restricted)	(0)	\$ 0
Horse	(23)	\$ 3,680
Scholarship	(10)	\$ 3,850

Upcoming Events

June 14th

Let's Unwind

6pm - 8pm

6700 Woodlands Parkway

The Woodlands, TX 77382

June 29th

Elaine Turner Summer Sale

5pm - 8pm

Market Street

Potential Blessing: \$2,000

July 12th

Let's Unwind

6pm - 8pm

61 Carton Woods Drive

The Woodlands, TX 77382

**All numbers represented exclude Capitol Campaign, In-Kind, Program Fees and Feed donations.*

PANTHER CREEK INSPIRATION RANCH

Income and Expense Budget vs. Actual - Monthly, and Year to Date
Through May 2017

Mal Monthly Totals			Account Description	Year to Date			2017	2017
Actual	Budget	Variance		Actual	Budget	Variance	Budget Tot.	Proj.
INCOME								
\$ 4,198	\$ 21,300	\$ (17,102)	Fundraising	\$ 41,600	\$ 67,720	\$ (26,120)	\$ 188,670	
\$ 3,126	\$ 18,126	\$ (15,000)	Foundations/Trust Grants	\$ 62,630	\$ 73,933	\$ (11,303)	\$ 200,000	
\$ 9,040	\$ 5,500	\$ 3,540	Program Fees	\$ 27,675	\$ 25,000	\$ 2,675	\$ 61,500	
\$ 2,955	\$ 2,600	\$ 355	Special Events Income	\$ 15,488	\$ 28,717	\$ (13,229)	\$ 600,717	
\$ 600	\$ -	\$ 600	Other Income	\$ 600	\$ -	\$ 600	\$ 16,000	
\$ 19,919	\$ 47,526	\$ (27,607)	Total Income	\$ 147,993	\$ 195,370	\$ (47,377)	\$ 1,066,887	
EXPENSES								
\$ 67,079	\$ 59,480	\$ 7,599	Staff and Volunteer Exp.	\$ 288,756	\$ 277,381	\$ 11,375	\$ 681,119	
\$ 1,519	\$ 8,800	\$ (7,281)	Fund Raising /Special Events	\$ 10,374	\$ 20,860	\$ (10,486)	\$ 109,360	
\$ 11,771	\$ 8,270	\$ 3,501	Horse Expenses	\$ 43,303	\$ 38,620	\$ 4,683	\$ 87,630	
\$ 8,511	\$ 6,505	\$ 2,006	Property Facilities and Maint.	\$ 34,246	\$ 37,575	\$ (3,329)	\$ 89,210	
\$ 2,985	\$ 3,200	\$ (215)	Professional Fees	\$ 18,595	\$ 16,000	\$ 2,595	\$ 39,700	
\$ 2,224	\$ 2,500	\$ (276)	Programs and Shows	\$ 3,076	\$ 5,500	\$ (2,424)	\$ 10,700	
\$ 94,089	\$ 88,755	\$ 5,334	Subtotal Expenses	\$ 398,350	\$ 395,936	\$ 2,414	\$ 1,017,719	
Net Operating Income				\$(250,357)	\$(200,566)	\$(49,791)	\$ 49,168	
Other Expenses								
\$ 227	\$ 254		Interest Expense	\$ 1,168	\$ 1,270	\$ (102)		
\$ 3,157	\$ -	\$ 3,157	Other	\$ 2,869	\$ -	\$ 2,869	\$ 10,152	
\$ 3,384	\$ 254	\$ 3,157	Total Other Expenses	\$ 4,037	\$ 1,270	\$ 2,767	\$ 10,152	
TOTAL BUDGET							\$ 1,027,871	
\$ (77,554)	\$ (41,483)	\$ (36,098)	NET INCOME	\$ (254,394)	\$ (201,836)	\$ (52,558)	\$ 39,016	
CAPITAL CAMPAIGN								
Income				\$ 26,000				
Expenses				\$ 10,667				
Accounts/Pledge Receivables				\$ 235,000				
TOTAL CAMPAIGN INCOME				\$ 271,667				
CURRENT ASSETS								
				5/31/17	5/31/16	12/31/16		
Bank Accounts				\$ 274,767	\$ 558,004	\$ 551,305		
Accounts/Pledge/Grants Receivable				\$ 103,970	\$ 189,446	\$ 149,847		
Other Current Assets				\$ 17,953	\$ 9,386	\$ 17,267		
Total Current Assets				\$ 396,690	\$ 756,836	\$ 718,419		

OBSERVATION:

i. Income and net income are below projection, a variance of 47k due to some of the following:

- Junior League pledge for \$10k was not approved as budgeted.
- Elite Surgery Golf Tournament is due for \$5k from last year event. Collection pending.
- timing on collection of a \$10,000 pledge

NOTE: Net income is expected to improve. Gala monies are coming in, new grants are going out.

- United Way was budgeted at 50% for the balance of 2017, but will be funded at 100%, \$3,100 per month
- ii. Inspiration Ranch has done a good job of controlling the expenses with the exception of a few items: vet expenses, workman comp & professional development. All items are budgeted for in later months.
- iii. Comparison YTD assets is down due to flood monies that came in this time last year.

■ On Budget
■ Watching
■ Take Action

Date	Jan - Feb	March	April	May	June	July	Aug/Sep	Oct	Nov/De	NOTES
TR Clients Starting #	65	64	64	65						
Off Schedule	-1	0	-1	-1						
New Clients	0	0	2	1						
TOTAL RIDERS	64	64	65	65	0	0	0	0	0	
EAL other	4	3	3	3						
EAL Client - MCYS (ave/wk.)	15	15	15	8						
GRAND TOTAL	83	82	83	76	0	0	0	0	0	
TOTAL										
Volunteers Trained	17	11	8	20						56
Volunteer Connected	8	9	8	13						38
% Connected	53%	81%	100%	65%						
Volunteer Hours	1,178	1,240	865	1,428						4,711
Volunteer Value @ 24.66/hr.	\$29,049	\$30,578	\$21,331	\$35,214						116,172
Scheduled evaluations	0	2	2	0						
# on Wait List	21	24	22	25						
Scholarship	25	25	25	24						
Days closed due to Evacuation	4	1	0	0						
Horses	15	15	15	15						

Time on List

WAIT LIST DEMOGRAPHICS		1Year +	6-11MTH	0-6 MTH
Autism	6		2	4
ADHD	4		2	2
Anxiety & Depression	3	1		2
Blind	2		2	
Developmental Delay+	2		2	
CP	2		1	1
Other	6		4	2
	25			
12 Females/12 Males	Age 4-7 = 11	Age 8-12 = 8	Age 13-18 =	Age 1 -39 = 2

Inspiration Ranch

Board & Committee Structure Recommendation

Board Meeting Schedules & Expectations

- Maintain 2 hour agenda for each meeting and ensure we keep to our schedule
- Schedule committee meetings to generally coincide with planned board meetings; Ad hoc committee meetings to added at the discretion of the members
- Maintain formal office setting for the majority of the meetings to avoid distractions; Consider offsite location for fall strategy session or an ad hoc basis
- Ensure meeting agenda incorporates continuing education a minimum of once per quarter
- Review quarterly financial and organizational/committee performance relative to objectives timely and without exception
- Executive Committee composed of committee chairman, board officers, and chief executive to approve agenda at least 2 weeks in advance of board meeting, board materials distributed by the weekend prior to the meeting, committee reports reviewed in the meeting by the committee chair
- Six times per year, the suggested meeting schedule allows for board meetings to include 1 hour of board business followed by 1 hour of a break-out committee meeting; Timing to be adhered to since visitors will be joining for the committee sessions; alternate board meetings generally include quarterly review of results, survey results, etc.
- Board members (excluding Advisory Board) to attend at least 7 of 10 (to be discussed) of our scheduled meetings and “attempt” to attend one additional event per quarter with priority given to the Gala and filling a table; advise CEO/Chairman in advance if unable to attend meetings and follow-up to remain current
- Advisory members to participate in at least 3 board meetings per year and priority given to attendance at the Gala and filling a table – “phone in” is acceptable
- Management to maintain attendance at all Inspiration Ranch events

Month	Board Activities / Meeting Agenda	Additional Event
January	Board Retreat, review 4Q (YE) Financials, Board & Committee performance discussion	
February *	Approve annual Goals & Objectives, approve Budget, annual staff reviews & comp actions	
March *	<u>Education Series</u>	** Waste Connections Golf Tournament
April	Review 1Q Financials, Board & Committee performance discussion	** Breakfast with Champions, Baskets of Love (Easter at the Ranch)
May *	Annual Audit Review	Volunteer Celebration
June *	<u>Education Series</u> , conduct Mid-Year Survey	Annual audit, Let's Unwind
July	Mid-Year Survey Review, review 2Q Financials, Board & Committee performance discussion	Let's Unwind
August *	<u>Education Series</u>	Let's Unwind
September	No Meeting	VIP Event ** Gala Fundraiser
October *	<u>Education Series</u> , review 3Q Financials, Board & Committee performance discussion	
November	Strategy Session – 3 Hour (offsite?)	
December	No Meeting	Christmas Party Christmas In The Woods

* Committees formally meet for 45 min to 1 hour at the end of the Board Meeting,

** Encouraged Board Member participation

Committee Structure & Membership

- Consolidate existing committees and formalize committee structure and expectations
 - The purpose of committees is to (1) load share appropriate board tasks, (2) expedite work by removing routine tasks from monthly board consideration, (3) utilize the specific talents and knowledge of board members, (4) permit broader participation by all board members
 - The board delegates specific activities to the committees yet retains oversight via board approval of organization and committee strategy, goal setting, and policy making; the board remains informed via committee reports
 - Within the committees, members (staff and/or directors) may be delegated responsibility for specific functions (finance, programs, etc.)
 - A director to chair committees and schedule meetings on a regular (not as-needed) basis, preferably conducted at previously scheduled board meetings approximately twice per quarter; this is the consolidation of the committee will typically require regular communications and activities to take place
 - Staff members to actively participate in committee membership and activities
- Goals and objectives to be established by the committee and progress reported to the board quarterly; routine activities/results reported more frequently in monthly board meetings
- All board members inclusive of advisory board members to actively serve on a committee; chairman of the committee shall be a board member
- Committees encouraged to include non-board member to cultivate community excitement and offer insight into specific areas of need
- Executive Committee role to be deemphasized to approving board agenda items and to serve as a resource for ongoing operations in between board meetings; not a decision making body

Committee	Members	Chair	Activities
Internal Affairs	Jimmie D, Connie G, Martin E, Peggy B, Joey V, Laura D (S), Krista C (S), Tommy M (S), Brooke W (V)	Connie	Previously Staffing, Property, and Programs committees
External Affairs	Nel S, Mike M, Nancy K, Patrick F, Sheila G (S), Daniel K (V), Holly G (A)	Patrick?	Previously Sustainability (Fundraising & Budgeting), Marketing, Public Relations
Governance	Gary P, Denny M, Chris O, Todd B, MG T (CEO)	Gary P	
Advisory	Jim H, Bob M, Bob Z, Richard W, Preeti R, Jonathan H, Marty M, Holly G	Bob M	
Executive	Committee Chairs, Board Officers, CEO	Denny M	Serve as resource for ongoing operations between board meetings and to develop meeting agendas; not decision making
Prayer	All board members by request	Jimmie	
Board Officers	Denny M (Chairman), Gary P (Vice Chairman), Mike Maher (Secretary), Nel S (Treasurer)		

(S) – Staff, (A) – Advisory Board, (V) - Volunteer

Inspiration Ranch – Board Self-Evaluation

- As discussed in our last board meeting, we are conducting a board self-evaluation survey to continue to enhance our board and the effectiveness in which we serve the ranch. The survey will be conducted online via Survey Monkey. Your comments and individual survey information is entirely confidential and consolidated results will be assimilated and reviewed at an upcoming meeting. A volunteer on our staffing committee (Brooke Westall) will have access to the results and has agreed to conduct some analysis and serve in the capacity of facilitator. Your participation and feedback is very important and we are looking for 100% participation, so please plan on responding timely and no later than June 28th to provide adequate time for analysis.
- Board self-evaluations offer important opportunities to (1) enhance board effectiveness, (2) increase the knowledge and skill sets of the officers and board members, (3) improve the organization's performance, (4) reinforce the expectations and commitments associated with board service, and (5) ensure board service offers a rewarding and satisfying experience to the members. Typically, this will be conducted every few years and not simultaneously. However, since we have not conducted these in the past we chose to solicit your feedback on all matters at this time. You will find the survey to be pursuing feedback in three areas; (1) Board Self-Evaluation, (2) Board Priorities, and (3) Individual Board "Member" Self-Evaluation. Ultimately, the results will help serve as an invaluable learning tool and provide focus to get to the next level of our development in service of our mission.

1. Development

- a. United Way will continue full funding during the gap period
- b. United Way 3 year grant is due July 1
- c. Gala sponsorships are starting to come in. Everything is out earlier!
- d. Let's Unwind – TONIGHT – Cellar 24

2. Staff/Board

- a. Greg has started and is doing a fantastic job getting involved and meeting our volunteer team
- b. Volunteer Appreciation Dinner – 88 people attended. Thank you Amerigo's
- c. Board head shots – have you booked

3. Programs

- a. Krista has earned her EAGALA certification. We will begin strategizing how to grow that program – working the United Way grant has brought some insight!
- b. Summer sessions are going and camps are in July

4. Property

- a. Several workdays are in progress.
- b. Exxon is coming June 21, for a workday with several executives, including ExxonMobil President, Jerry Wascom. They are bringing a video team to do a shoot for their United Way campaign promotional film

5. Inspiration 2020

- a. Working with Virgil for property