

MINUTE MAN
Arc

CHANGING

lives, changing communities

Minute Man Arc
for Human Services, Inc.



2019 Annual Report



MISSION

Improving the lives of children and adults with disabilities by increasing independence, personal choice, and self-advocacy.

Minute Man Arc provides a wide array of therapeutic and socialization programs for 850 children and adults with intellectual, developmental and physical disabilities. Free parent/caregiver programs are offered throughout the year. We strive to deliver exceptional therapies, innovative employment, warm and inclusive living opportunities, active recreation and community involvement. Most programs take place in Concord, Massachusetts, but support is also integrated into home environments, job sites and a wide variety of community locales.

Children's Programs

- Early Intervention
- Extra Steps Pediatric Therapies
- TimberNook Outdoor Classroom

Teen and Adult Programs

- Employment Services
- Day Habilitation
- Residential Services
- Recreation & Family Services



Dear Friends,

Minute Man Arc is simply an amazing organization! With a strong and vibrant organizational culture that embraces innovation, initiative, and inclusion, our clients have tremendous opportunity to thrive.

The executive leadership, staff, and volunteers have a shared singular focus every day: improve the lives of children and adults living with disabilities by increasing independence, personal choice, and self-advocacy. In my opinion... Mission: Accomplished.

The staff has a passionate and uncompromised commitment to quality and demands strong positive outcomes for each of our clients. This was confirmed when CARF awarded Minute Man Arc the highest level of service accreditation after reviewing 1,163 service standards. Minute Man Arc truly is THE STANDARD for service and quality.

This consistent focus is a direct result of strong leadership. We are extremely fortunate to have a highly capable team lead by Jean Goldsberry. Consistency in leadership is important. The board is thrilled that Jean has extended her commitment to the organization through 2025.

Supporting the Building Dreams Together campaign helps enable this commitment to the community. We have already purchased the 35 Forest Ridge Road facility and added new programming. But we still need to add more program space to accommodate our growing number of clients, improve outdoor access and recreation areas, improve safety in our parking areas, and incorporate cost-effective green energy solutions. Join me in support of this incredible mission with a donation of your time, talents, or financial support!

We've accomplished so much in 60 years, but we will accomplish so much more in our next 60 years.

Sincerely,

Dr. Brian J. Lemerise
Board President FY19

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Quality Improvement*

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*Director of Extra Steps Pediatric
Therapies and TimberNook*

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Chief Development Officer

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Barbara Jean White
Director of Employment Services

Message from the CEO

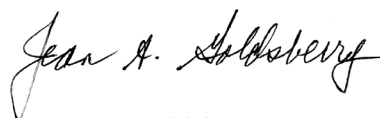
Our 60th anniversary proved to be a banner year for Minute Man Arc. We celebrated six decades with a fabulous gala in October, purchased our Concord headquarters in November, and added over 40 new clients to our Employment and Day Habilitation programs. Additionally, our brand new Extra Steps Pediatric Therapies program for children ages three to eight was launched at our Early Intervention site. We are a vibrant and thriving organization with great energy and enthusiasm that enables every person we serve - child or adult - to have the best possible life.

Minute Man Arc's Board and Leadership Staff have led the way this year on many new programs and initiatives. But it is the therapists and direct care staff members, the heart of our organization, who ensure the quality of our services through the work they do every day. Through these collective efforts, we have connected with many wonderful families, supporters, and community members.

We have much to look forward to in the coming year. We will make accessibility and general living improvements to many of our group homes through a sustaining grant from the Cummings Foundation and financial assistance from HUD. In the fall, we will be getting a new satellite site ready in Acton where we will move Extra Steps Pediatric Therapies as it continues to flourish. And, thanks to everyone who has contributed to our Building Dreams Together campaign, we will begin work on creating an Outdoor Oasis, Sport Court and walking trails at 35 Forest Ridge Road while we enlarge our parking lot.

In order to guide Minute Man Arc's continual growth, we will be charting our way forward with a new five year strategic plan, positioning us for success through 2025 and beyond. We have much to look forward to and we're ready and excited for the journey.

Sincerely,



Jean A. Goldsberry



HAPPENINGS

On May 4th, neither the rain, nor wind, nor chill in the air kept the Minute Man Marchers from walking in support of people with disabilities and raising \$125,000. This year marked the 15th anniversary of the **March** with a throng of 500 people in tie dye shirts ambling through Concord to raise awareness. We are grateful to our generous sponsors, energetic walkers and unflappable March Committee.

Minute Man Arc achieved 60 years of supporting people with disabilities and celebrated with the **Dream Big Gala** in October. Festivities at Gibbet Hill in Groton included live music, dancing, unique auction items, delicious food and an anniversary cake.

The gala doubled as the backdrop to publically announce Minute Man Arc's **Building Dreams Together** campaign to support the growing demand for services offered by the agency. Minute Man Arc continues to be a leader in providing quality programming, bolstered by contributions from our donors. Special thank you to all attendees, sponsors and the very creative Gala Committee.



March Volunteer Committee

- | | |
|------------------------|------------------|
| Marlene Bergart | Victoria Muledhu |
| Elizabeth Berk | Bill Paige |
| Susan Boucher | Karen Paige |
| Nancy Crowley | Katie Pereira |
| Sarah Dick | Michael Santos |
| Marsha Fuller | Cheryl Serpe |
| Nancy Graham | Janice Smith |
| Tessa Kocher | Molly Stone |
| Judi Kotanchik | Hilary Taylor |
| Kara Lafferty | Laura Tumasz |
| Victoria Lane-Burleigh | Mary Woodward |

Dream Big Gala Co-chairs: Nancy Graham and Cheryl Serpe

- | | |
|------------------|------------------|
| Deirdre Bellevue | Maureen Mara |
| Sarah Dick | Joseph O'Connor |
| Jean Goldsberry | Stephanie Parish |
| Peter Mahler | Molly Stone |
| Tanya Mahoney | Hilary Taylor |



BUILDING

dreams together

Minute Man Arc believes people with developmental disabilities deserve a dignified, aspirational life — a life full of individual freedoms and opportunities for education, jobs, friends, worship, solace, and advocacy.

Today we find ourselves at an exciting crossroads with the opportunity to broaden our mission to ensure dignified and rich life experiences for our clients. Thanks to a three year fundraising campaign, we are in the midst of fulfilling these goals.

Minute Man Arc has established the **Building Dreams Together** campaign that has already allowed us to purchase our headquarters site and expand programming. The next steps are to improve outdoor recreation and add green energy solutions while we build financial security.

We are well underway in these endeavors:

\$965,000

- **Forest Ridge Road down payment and closing costs on \$3.9M mortgage (COMPLETED)**

\$125,000

- **Launch Extra Steps Pediatric Therapies, Jump Start, and TimberNook programs (COMPLETED)**

\$1,010,000

- **Add program space to Forest Ridge Road site**
- **Improve outdoor recreation, landscape design and parking**
- **Add more cost effective energy solutions such as solar (\$370,000 still needed)**

\$2,100,000

Total Campaign



Proposed Outdoor Oasis

We invite you to join our growing list of **Building Dreams Together** campaign donors who are transforming Minute Man Arc. With your help, we will achieve our long-term vision to serve people with disabilities across the lifespan, with an outstanding continuum of care.

Our sincerest gratitude to these campaign contributors:

\$100,000+

Anonymous (2 gifts)
Estate of Mr. Robert L. Carter
Cummings Foundation
Mr. and Mrs. Kevin Hurley
Mr. and Mrs. David Mahoney

\$30,000 – \$99,999

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Maureen Waters Mara and
William E. Scheid
The Linda Hammett Ory &
Andrew Ory Charitable Trust
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\$10,000 – \$29,999

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Rick and Kelly Ann Robbins
Barbara and Greg Waters
In memory of Barbara Ellen Dixon
Cynthia Wood and Ned Perry

\$1,000 – \$9,999

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Astra Foundation, Inc.
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Trinitarian Congregational Church
Verrill Farm LLC
Joshua and Molly Weidenhamer
Oswald Werner
Mrs. Edith Woolley
Robert and Nancy Zuffante

Why I DONATE

When Brian was young, my doctor told me he was significantly delayed, etiology unknown. Much later, at the age of 20, researchers concluded that a very rare genetic mutation, only discovered the prior year, was the source of Brian's issues.

Throughout his childhood, I often found it difficult to get Brian the services he needed. It seemed the lack of a diagnosis played a part. Doctors told me they had never met anyone quite like him, seldom offering advice on how to help him. Brian was turned away from a program at school and in the community because he didn't fit the diagnoses they were looking for. I doubted we were the only ones having difficulty finding and being approved for services. I felt more fortunate than some. Having left my job, at least I had the time to advocate for my son and try to make headway on his behalf.

Before I had Brian, I assumed our society had plenty of first-rate programs for those born with special needs. And I never gave a thought to the cost. But finding the right services can be difficult. And for some, paying for those services is out of reach. As a member of society, improving the lives of my son and people like him starts with me. So I give because I'm able to. I give because I want to support a top-notch organization like Minute Man Arc, a place that is welcoming, collaborative and always manages to make me smile. And I give to help Brian and those with special needs build their lives.

Barbara Waters

Mother of Brian Waters
Groton, Massachusetts



Financial report* Minute Man Arc for Human Services, Inc. and Affiliates

Consolidated Statement of Financial Position. June 30, 2019

Assets

Cash and equivalents	\$438,761
Account receivable	1,543,318
Pledges receivable	157,099
Prepaid expenses	33,509
Property, plant & equipment and mortgage acquisition costs, net	7,137,285
Security deposits	5,607
Restricted deposits	229,856
Total Assets	\$9,545,435

Liabilities and Net Assets

Accounts payable	\$194,108
Accrued expenses and other liabilities	668,629
Line of credit	360,500
Long-term debt	5,028,496
Total Liabilities	\$6,251,733
Net Assets	\$3,293,702
Total Liabilities and Net Assets	\$9,545,435

Consolidated Statement of Activities. Year Ended June 30, 2019

Revenues

Contract revenue	\$13,562,667
Commercial products and services	271,676
Contributions and fund raising	914,013
Other	12,417
Total Revenue	\$14,760,773

Expenses

Program services	\$12,947,653
Management and general	1,322,902
Fundraising	294,364
Total Expenses	\$14,564,919
Change in Net Assets	\$195,854

* Financial report information for Minute Man Arc for Human Services, Inc. and Affiliates' consolidated financial statements are **unaudited**. Audited financial statements will be available after November 15, 2019.



EASY

Living



People with developmental disabilities are living better and longer than ever before. Minute Man Arc is committed to helping our aging clients stay in their homes for as long as possible. But much like the general population, our individuals require housing modifications to ease their transition as they age.

Fortunately, Minute Man Arc has been awarded a generous \$200,000 grant by the Cummings Foundation that will enable us to improve each of our nine group homes over the next ten years. Projects will focus on making our homes more accessible and may include items such as hand railings, wider doorways, ramps, and modified kitchens and baths to help our clients age with dignity.

The Department of Developmental Services covers the cost of group home staffing, food and transportation. However, there are no funds available for home improvements, not even for better accessibility. The Cummings Foundation grant will help bridge the gap in residential funding and make living a whole lot easier for our clients.

Foundation Gifts \$1,500 and above

Acton-Boxborough United Way
Agnes M. Lindsay Trust
Astra Foundation, Inc.
Baker-Root Family Foundation
Camden Foundation
Comcast Community Impact
Concord-Carlisle Community Chest
Cummings Foundation
Daniel Raymond Nickerson
Foundation, Inc.
Decibels Foundation
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* Denotes Gala Sponsor

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Leadership Sponsors \$2,500 – \$9,999

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Greenfield Partners	Quiet Logistics *
Locus Robotics Corporation *	Sakonnet Associates *

Sustaining Sponsors \$1,000 – \$2,499

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Concord Police Association	Newbury Court *
Concord Teacakes *	Omni Properties, LLC
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Idylwilde Farms *	Spaulding Management Company *
Insight Performance, Inc.	Verrill Farm
Leonard, Mulherin & Greene, P.C. *	



Annual Fund Donors

Minute Man Arc gratefully acknowledges the donors and business sponsors who enable us to improve the lives of children and adults with disabilities throughout the year. Thank you for your generous support.

\$2,500+

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Mr. and Mrs. Joshua Boger
Keith Bostic and Margo Seltzer
Marjorie Findlay and Geoffrey Freeman
W. Anthony Goldsberry
John Hayes
Mr. and Mrs. Kevin Hurley
Ms. Nancy Josephs
Kara Lafferty and Kurth Taylor
Eva Lohrer
Mr. and Mrs. David Mahoney
Bruce Welty
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\$1,000 - \$2,499

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