



Minute Man Arc
for Human Services, Inc.

2022 Annual Report

CHANGING

lives, changing communities





We are grateful to our entire staff of more than 200 loyal, caring people. Their dedication over the last three years during the COVID-19 health crisis has given new meaning to the phrase 'essential workers.'

We couldn't have done it without you.



MISSION

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

Minute Man Arc provides therapeutic and socialization programs across the life span for 1,000 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

Teen and Adult Programs

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



Dear Friends,

On behalf of the Minute Man Arc Board, I thank all of you for believing in and supporting Minute Man Arc during the last challenging two and a half years! Thank you to our communities, organizations, friends, and families for being there during this difficult time.

Thank you to our consumers, the unique individuals who they are! Our consumers have hung in there through many changes and the unknown. We are grateful for their resilience and endurance.

Every day, our staff is essential to enriching, serving, and caring for our consumers. Without our dedicated staff, Minute Man Arc would not be the organization it is today! We thank our staff for working as hard as they do and continuing to strive for the best.

Staffing across the board has been a challenge for many organizations this year. Minute Man Arc is no exception. As we bring back more consumers, our staff carries on the exceptional programs that are in place while planning for the future. The Board is committed to the staff and the organization, allowing Minute Man Arc to move forward and build upon the strong organization Minute Man Arc is today!

As we look forward, we will continue to have challenges. Those challenges are constantly changing, and we are grateful for our collective ability to meet them. They have proven our strength, resilience, and creativity!

It is an honor to serve as the President of Minute Man Arc's Board. I thank the Board, parents, consumers and staff for your support, belief in Minute Man Arc, and commitment to the organization!

Gratefully,

Debbie Flannery
Board President FY22

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*Director of TimberNook
Outdoor Experiences*

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Laurie Rebello
*Director of Training and
Quality Improvement*

Barbara Jean White
Director of Employment Services

Message from the CEO

FY22 was another amazing year for Minute Man Arc. All our programs were open, recreation returned, and, although we continued to ride the COVID waves, no one was seriously ill. We followed a careful and conservative approach in responding to the persistent pandemic. The Minute Man March returned in September after two and a half years when we couldn't gather together. What a joyous event! Nearly 500 people, all decked out in purple tie dye shirts, walked, danced, and frolicked on a beautiful September Saturday. It was so great to reconnect with friends we hadn't seen in person for over two years.

The biggest challenge in FY22 was the staffing crisis. Just like employers in all fields throughout the country, we experienced difficulty in recruiting. Thankfully our many dedicated staff jumped in and worked extra shifts and overtime hours, sometimes for months. The Board of Directors approved an across the board pay increase in November, a bonus in February, and in May a sweeping pay increase which meant that every direct care staff person saw pay increases over the year of at least \$9,500. This has helped us show our gratitude and retain our amazing staff while we attract new candidates.

As we head into FY23, we have a renewed sense of vigor. We know that COVID is not over, but it has become more manageable thanks to vaccines and medications to reduce the effects. We look forward to new programming such as Woodland Wonders outdoor experience for adults, more employment opportunities, and new children's skill groups.

It feels like Minute Man Arc has weathered the crisis, righted the ship, and is sailing forward.

Sincerely,



Jean A. Goldsberry

Front row L-R: Jennifer Brooke, Debbie Flannery, Janice Smith, Cheryl Serpe, Sarah Dick
Back row L-R: Jamie Eldridge, CEO Jean Goldsberry, Peter Mahler, Tom Judge, Britton Wilson

Missing: Nancy Graham, Meredith Greene, Clára Murphy



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

Consolidated Statement of Financial Position. June 30, 2022

Assets

| | |
|---|---------------------|
| Cash and equivalents | \$2,329,138 |
| Account receivable | 1,850,169 |
| Pledges receivable | 0 |
| Prepaid expenses | 41,708 |
| Property, plant & equipment and mortgage acquisition costs, net | 8,307,600 |
| Security deposits | 13,407 |
| Restricted deposits | 259,491 |
| Total Assets | \$12,801,513 |

Liabilities and Net Assets

| | |
|---|---------------------|
| Accounts payable | \$254,128 |
| Accrued expenses and other liabilities | 984,630 |
| Deferred revenue | 35,297 |
| Line of credit | 0 |
| Long-term debt | 5,818,060 |
| Total Liabilities | \$7,092,115 |
| Net Assets | \$5,709,398 |
| Total Liabilities and Net Assets | \$12,801,513 |

Consolidated Statement of Activities. Year Ended June 30, 2022

Revenues

| | |
|----------------------------------|---------------------|
| Contract revenue | \$14,865,516 |
| Commercial products and services | \$168,500 |
| Contributions and fund raising | \$736,687 |
| Other | \$1,821,331 |
| Total Revenue | \$17,592,034 |

Expenses

| | |
|-----------------------------|---------------------|
| Program services | \$13,854,255 |
| Management and general | \$2,066,527 |
| Fundraising | \$270,793 |
| Total Expenses | \$16,191,575 |
| Change in Net Assets | \$1,400,459 |

* Financial report information for Minute Man Arc for Human Services, Inc. and Affiliate's consolidated financial statements are unaudited. Audited financial statements will be available after November 15, 2022.

Minute Man Arc's pediatric programs keep expanding and offering exceptional programming for the youngest members of the community. Their collective progress is inspiring.

Early Intervention continues to provide much needed services to more than 600 children from birth to three each year. Being creative and adaptive to meet the needs of the clients is the hallmark of this program. With a grant in hand in 2022, the program created a Sensory Room, a therapeutic space with a variety of equipment for children with special needs and their personalized sensory requirements. These therapeutic methods help children calm and focus themselves so they can be better prepared for learning and interacting with others.

Extra Steps Pediatric Therapies has opened their back door to a full outside program area where play is a key element to therapy. A positive outcome of the COVID-19 healthcare crisis, the use of outdoor space for therapy has had a beneficial impact on participants ages 3-18. The ability to offer outdoor therapy along with indoor programming brings together the best of both worlds.

HELPING kids flourish



Outdoor therapy is also the key component of the **TimberNook Program**. In less than three years, this popular offering has grown to serve over 350 campers per year and moved to a new, larger site on June 20, 2022. The Nobscot Scout Reservation in Sudbury, MA offers 450 beautiful, forested acres and is chock full of great hiking trails, vernal pools, animal habitats and local history. TimberNook staff are excited and ready to explore their new wooded wonderland.



REACHING

new heights

As our adult programs are striving to return to full capacity, Minute Man Arc is adding a multitude of offerings that re-engage individuals served and fuel creativity.

Employment Services is implementing the Circles Social Program, an educational initiative focusing on setting appropriate social boundaries and exploring issues around sexuality, health care and abuse prevention. Another new offering is an innovative outdoor program for adults modeled after our successful TimberNook program for children. Woodland Wonders is a weekend program that takes place outdoors, promoting movement, skill building, socialization, and teamwork.

Day Habilitation has ramped up physical movement with more outdoor exercise and a new recumbent bike for indoors with a removable seat for wheelchair participants. Additionally, a new Hoyer lift is in use, doubling our ability to lift clients from wheelchairs to standers or physical therapy tables. Not only do these equipment additions more fully meet the needs of the individuals served, but they also aid our staff in physically lifting and positioning people. Events like crazy hat day energize people to get up and dance.

Recreation is in full swing with a host of fun activities offered throughout the year. Bowling, yoga, ceramics, and basketball are some of the more popular classes that take place between 3-6PM, Monday through Friday. Anyone is welcome to join a Recreation class and have some fun with peers!



It is a privilege for me to write about Minute Man Arc. Ever since my son David and I moved to Massachusetts in 2018 following the death of my wife (David's mother), Minute Man Arc has become an integral part of our lives. And we are fortunate for that! At the time, and in retrospect, I believe neither one of us realized fully, or appreciated, the major disruption to our way of life that was underway when we sold our home in New Jersey and relocated to Acton. But, our daughter Sheila, who lives in Boxborough, assured us we would find a very professional organization in Concord where David could begin a new life, including the opportunity to do many of the same things he had grown accustomed to doing in New Jersey. So, we were encouraged that, yes, there would be an interruption to his life and routines, but not a total disruption. David has Down Syndrome, and as such, we have come to know firsthand that routine and constancy are crucial to his wellbeing. Leaving his home and environment was not a happy prospect for either one of us.

However, shortly after we arrived in Acton, we discovered Minute Man Arc, and after an initial meeting with Jean Goldsberry, our anxieties began to subside. Jean took us on a tour and introduced us to their Community-Based Day Program (CBDS), and to many of the staff who David now refers to as his 'family.' So we gradually found our anxiety turn to enthusiasm, and I must say, we have not looked back!

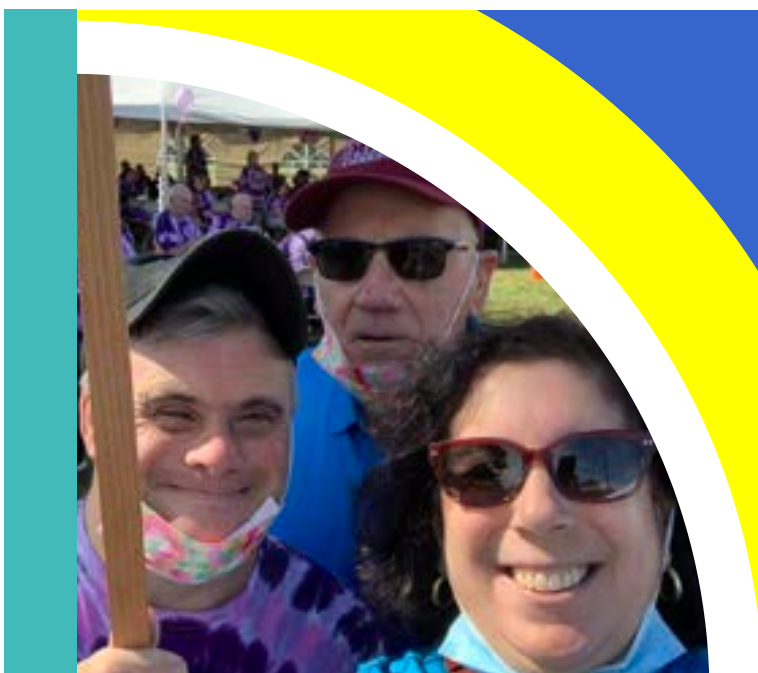
David has adjusted admirably, mostly because staff at Minute Man got him engaged in activities right away including work and job assignments! In those early days, David lived at home (with me), but was transported to MMA on their van. We would wait each morning for the van to arrive as it always did, and we became familiar with the MMA drivers who were always friendly, on-time, and upbeat! In time, they became 'household names' to us. In the interim, David has transitioned to a Group Home environment in Concord, under the auspices of Minute Man Arc. This transition also went smoothly, despite our concerns, and David continues to maintain his customary upbeat personality and outlook.

In view of these developments, I am encouraged to donate to Minute Man Arc. I know my donations are used wisely and constructively, and are given not only on behalf of David, but for the many others that Minute Man Arc serves. I commit to being a regular contributor now, and in the future!

Edward Kelly

Acton, MA

L-R: David Kelly, Edward Kelly, Sheila Bauer



Why I
DONATE

community **SUPPORTERS**

enrich
our lives

Surrounded by an inclusive, enriching community, Minute Man Arc participants benefit from our neighbors and friends every year. In the spring of 2022, our clients enjoyed a formal prom, complete with a red carpet, festive decor, photo taking, and dancing. The event marked 40 amazing years of support by the West Concord Union Church Sunday Fellowship volunteers.



Last year, the **Green Thumbs** in West Concord worked with our individuals to plant a perennial garden at the doorway of our Forest Ridge Road headquarters. By the summer of 2022, we had a glorious riot of flower colors, plant varieties, and scents for all to enjoy.



In September 2021, our **17th Minute Man March** fundraising walk attracted not only the families we support but also neighbors, businesses, and friends. Under a cloudless sky, we marched, rolled and wheeled through Concord center to celebrate the organization and the achievements of individuals served. The event raised \$130,000 to enhance our programs and provide new opportunities for success.



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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.

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