



BOARD OF DIRECTORS PROSPECTUS

(for Board term of service April 1, 2025-March 30, 2027)



Dear Friend of The Arc,

On behalf of our Board of Directors, thank you for your interest in The Arc of Adams County. We're truly excited that you're exploring the chance to help shape the future of our mission.

This prospectus will guide you through:

- **Strategic Board Priorities:** Learn how your expertise can advance areas like advocacy, fundraising, governance, and community outreach.
- **Board Member Responsibilities:** Understand the time commitment, committee involvement, and operational oversight expected of our directors.
- **Organizational Foundations:** Discover The Arc's mission, vision, and core values—our guiding principles that drive every decision and program.

After reviewing this document, you'll have a clear sense of what it means to join The Arc of Adams County Board: from shaping policy and financial stewardship to championing the needs of people with intellectual and developmental disabilities in Adams County.

Board Member Nominations – Open Now!

We're now accepting **self-nominations** and **third-party nominations** for our Board of Directors. Whether it's you, or someone you know personally or professionally, if they're passionate about The Arc's mission, we encourage you to nominate them!

Though The Arc of Adams is a local chapter, it's part of the **largest civil rights organization** in the world advocating for people with intellectual and developmental disabilities (I/DD). Joining our Board is an **extraordinary leadership opportunity** with far-reaching impact.

Dana Holinka,
President/Chair Arc of Adams County Board



The Arc of Adams County

Statement of Board Nominating Priorities

Annually, the Board of Directors reviews the current composition of the board, considers future needs and sets priorities for the current nominating cycle. While other individuals may be considered for nomination, outreach will be conducted to identify candidates, and preference will be given in this cycle to candidates that fit the following Nominating Priorities. There is no requirement to have a family member with an IDD.

Nominating Priorities

We are looking for the following individuals who bring unique perspectives and expertise and who show a commitment to advancing our mission and community presence.

- Those from diverse backgrounds – which makes us a stronger Board.
- Passion for our mission + a track record of personal or career accomplishments.
- Ability to help recruit other talented, high-performing members.
- Non-profit board experience / or willing to attend an orientation program.
- Backgrounds in Human Resources, Development or Fundraising, Marketing, Public Policy, Community inclusion or Advocacy.

Our Ideal Board Member and Priority Factors/Focus

- Bilingual (Spanish Speaking) parent, guardian, community member
- An individual who lives in the eastern part of Adams County and has experience working with people with IDD
- A parent of a school-aged child with IDD
- A person with IDD from the community who is not actively being served through the Arc of Adams County.
- Someone who brings unique perspectives and expertise.

Thank you for your support and commitment to The Arc. We can't wait to review your nomination(s) and welcome new, passionate leaders to our Board!

Though the Board has expressed these priorities, **all interested individuals who have a passion for The Arc of Adams County mission are encouraged to submit a nomination form.**

“After many years of being a board member for Arc Adams CO, I continue to be impressed by the advocacy and support that the staff offers to people with intellectual and developmental disabilities, and their families. The organization’s mission is to promote full inclusion and to protect the rights of individuals with intellectual and developmental disabilities. I am proud to be part of such an outstanding agency.”

Lynnelle Zackroff, former Board Vice President

About Serving on The Arc’s Board of Directors

The Arc of Adams County is seeking candidates that believe in and will actively support the mission, core values and vision of The Arc of Adams County. This information is provided below to assist individuals in understanding what is involved in Board service.

The Arc of Adams County Mission Statement

Since 1962 the mission of the Arc of Adams County is to protect, preserve and promote the human and civil rights of people with intellectual and developmental disabilities and actively support their full inclusion and participation in the community throughout their lifetimes.

The Arc of Adams County Vision Statement

We envision a world where all people with disabilities belong, have equal rights, make their own choices and live their best lives.

Along with the Mission and Vision of the Arc of Adams County, we adhere to the Core Values of the Arc of the United States (www.thearc.org).

Our Core Values

Human Dignity

People with IDD have human dignity. The lives of people with IDD have value.

Personhood

People with IDD have varying strengths, abilities, and interest. Each person is unique.

Choice

People with IDD can make decisions about their lives. People with IDD should be supported to do so as requested or needed.

Rights

People with IDD have human and civil rights, which must be protected.

Community

People with IDD are part of and contribute to the fabric of society. Everyone benefits when people with IDD are present and participate.

Support

People with IDD have differing support needs. Society must support people with IDD to achieve their full potential. Society should also help families who provide support for loved ones with IDD.

Equity

Society must remove barriers and correct injustices that limit opportunities for people with IDD. Extra action is needed to help people with IDD and their families, who face other forms of bias or discrimination.

Diversity

Human diversity is beautiful and powerful. We celebrate, honor, and seek to understand the differences in our identities and life experiences.

“It has been an honor to serve individuals in our community through service on the Board of Directors of The Arc of Adams County. The people are amazing, fun, and have helped me achieve my mission of making the world better than I found it. Selfishly, I feel as though I have received more from The Arc of Adams County than I could ever provide in return. I’m grateful for the time spent and for the friendships made!”

--Jeff Althaus, Former Board Member

Roles and Responsibilities of the Board of Directors

The Board will support the work of The Arc of Adams County and provide mission-based leadership and strategic governance. You can expect to spend 5-7 hours per month on Board related activities. Specific Board member responsibilities include:

Leadership, Governance and Oversight

- Establishes, reviews, and upholds The Arc mission, vision, core values and guiding principles in accordance with the strategic plan.
- Establishes and reviews Board policies and ensures that they are adequate and appropriate.
- Ensure that The Arc’s organizational and legal structure is adequate and appropriate.
- Participates in and contributes to the strategic planning process
- Approves the annual budget, audit reports, and the impact of major financial business decisions.
- Ensures the financial accountability of The Arc
- Attends and participates in the monthly Board meetings

Community Relations

- Represents The Arc to all stakeholders, acts as an ambassador for the organization.

- Actively engages with stakeholders, government, and other organizations to help spread The Arc's Mission, Vision and Values by attending at least one public event annually

Conflict Free Representation

- Represents The Arc of Adams County in its mission without conflicting interests through other employment, independent contracts, volunteer work, or participation in other committees.

Fundraising

- Consider a personal financial contribution annually at a level that is meaningful to each individual Board member.
- Supports the fundraising efforts of the organization.
- Participates in soliciting contributions as requested.
- Participates in thanking The Arc donors as requested.

Consistent with the above, The Arc of Adams County is committed to upholding the highest standards of governance of nonprofit organizations as set forth in the *Standards for Excellence: An Ethics and Accountability Code for the Nonprofit Sector* and reviews and completes the [Colorado Secretary of State](#) training for non-profit board members

Application Timeline

- Review of current applicants upon receipt of interest/application.
- Interview by Board member(s).
- Election/Appointments if need/position is open or at Annual Meeting in early Fall.

Terms

The Board term shall commence on the first day of the Fiscal Year (April) following the Annual Membership Meeting, or immediately, if filling a vacancy. The term of office for Directors of the Board shall be three (3) years, or until the installation of their successor.