Minute Man Arc:
improving the lives of children and adults with disabilities by increasing independence, personal choice, and self-advocacy.
Dear Families and Friends,

For the past 6 years, it has been my honor and privilege to serve on the Board of Directors of Minute Man Arc, with the last three as President. It has been an exciting time of growth and change for Minute Man which never could have been accomplished without all the other board members and such a dedicated staff.

During my tenure, I have joined in the fun of the annual March fundraising walk, celebrated Thanksgiving with our consumers and their families, and supported moving the agency to its new and natural setting at 35 Forest Ridge Road. Minute Man Arc is a vibrant and growing organization!

I have been blessed to meet so many wonderful people, who will remain friends for a lifetime. This is not goodbye; I am sure I will roam the halls from time to time and continue to serve in some small way in the future.

Sincerely,

Nancy Graham  
Board President FY16

We invite our community to attend the Minute Man Arc Annual Meeting on  
Wednesday, October 12th at 6:30 p.m.,  
35 Forest Ridge Road, Concord, MA.
Message from the CEO

Wow! What a year it has been! We settled into our new home at “The Ridge,” a much nicer and brighter environment. Along with this location change came many upgrades in our programming, particularly in Day Hab, Employment, and Community Based Day Services. These two factors made Minute Man Arc a more inviting and interesting place to be as we welcomed 22 new people into our programs.

With a generous grant from Middlesex Savings, our move to electronic records continued and was expanded to include Early Intervention. This has been time saving for staff, but more importantly gives us easy access across programs to ensure everyone has the most up to date information on the people we serve. With additional contributions from the Rotary Club of Concord, Spaulding Management, and Quiet Logistics, we built a putting green, a highlight for summer activity.

We extended our reach to offer ideas and assistance beyond our local area. Bob Harris, our Clinical Director and Director of Residential Services, accompanied me at the Arc national conference in Indianapolis, where Bob presented his popular workshop on Positive Behavior Supports to a packed crowd from around the U.S. Later in the year, we hosted staff from a similar organization in Ireland. They spent a day with us learning about how disability services operate in the U.S.

Our Transition Conference in April was attended by 70 people, and speakers received rave reviews from families seeking information about the adult service system.

We ended the year with another big move by purchasing Birch Hill House for the four men who previously lived on Packard Road in Stow. The men have settled into a beautiful home which one of them calls his “vacation house” because of all the windows and natural light.

Yes, it was quite a year, and we’re gearing up for an even better one in fiscal year 2017!

Sincerely,

Jean A. Goldsberry
Financial report* Minute Man Arc for Human Services, Inc. and Affiliate


**Assets**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and equivalents</td>
<td>$155,632</td>
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<tr>
<td>Account receivable</td>
<td>1,569,073</td>
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<tr>
<td>Prepaid expenses</td>
<td>42,812</td>
</tr>
<tr>
<td>Property, plant &amp; equipment and mortgage acquisition costs, net</td>
<td>3,637,791</td>
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<tr>
<td>Security deposits</td>
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<tr>
<td>Restricted deposits</td>
<td>149,197</td>
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<tr>
<td><strong>Total Assets</strong></td>
<td><strong>$5,602,895</strong></td>
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**Liabilities and Net Assets**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Accounts payable</td>
<td>$143,241</td>
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<tr>
<td>Accrued expenses and other liabilities</td>
<td>754,859</td>
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<td>Line of credit</td>
<td>479,000</td>
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<tr>
<td>Long-term debt</td>
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<tr>
<td><strong>Total Liabilities</strong></td>
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<tr>
<td><strong>Net Assets</strong></td>
<td><strong>$2,055,851</strong></td>
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<tr>
<td><strong>Total Liabilities and Net Assets</strong></td>
<td><strong>$5,602,895</strong></td>
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**Revenues**

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<th>Description</th>
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<tr>
<td>Contract revenue</td>
<td>$12,334,566</td>
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<tr>
<td>Commercial products and services</td>
<td>164,824</td>
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<tr>
<td>Contributions and fund raising</td>
<td>511,335</td>
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<tr>
<td>Other</td>
<td>12,102</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$13,022,827</strong></td>
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**Expenses**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Program services</td>
<td>$11,657,115</td>
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<tr>
<td>Management and general</td>
<td>1,082,736</td>
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<tr>
<td>Fundraising</td>
<td>302,384</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$13,042,235</strong></td>
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</table>

**Change in Net Assets**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$13,042,235</strong></td>
</tr>
<tr>
<td><strong>Change in Net Assets</strong></td>
<td><strong>($19,408)</strong></td>
</tr>
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</table>

* 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, 2016.
What we offer our members

Minute Man Arc provides a wide array of programs for children and adults with intellectual, developmental and physical disabilities. We deliver exceptional therapeutic services, meaningful employment, supportive living opportunities, recreation, and active community involvement to more than 700 people each year. Primary programs take place in Concord, Massachusetts but support is also integrated into home environments, places of employment and a wide variety of community sites. We serve individuals in Acton, Bedford, Boxborough, Carlisle, Concord, Lincoln, Littleton, Maynard, Stow and the surrounding area.

Early Intervention
A community-based and family centered program serving children who have developmental delays and disabilities in gross motor/fine motor skills, behavior, communication, social skills and feeding difficulties.

Family Services
A broad array of services offered to assist families with the challenges of raising a child with special needs or supporting an adult with disabilities. Services include recreation programs and free parent workshops.

Residential Services
Personalized living options and supports including nine community residences, adult family care, independent living and shared living arrangements.

Day Habilitation Program
An environment for personal enrichment and growth through a broad spectrum of integrated learning experiences designed to support the needs and interests of each individual.

Employment Services
Vocational, social and personal skills training providing a foundation that leads to creative and effective job opportunities in the local community.
What members do outside of Minute Man Arc

I come to Minute Man Arc every day but I also enjoy...

“...working four days a week at Roche Bros. market and Quiet Logistics, and then volunteering on Tuesdays at Robbins Brook senior living center.”

Laura Johnson  
Employment Services

“...taking piano lessons at Powers Music School, doing yoga every week and learning the drums.”

John McCrystal  
Day Habilitation

“...singing in the Music Makes Me Happy chorus at the Cotting School. I also like attending Grotonwood Camp every July. It’s awesome!”

Mary Blauvelt  
Recreation & Family Services
Why I Donate

Jon worked while he was in school and we, as a family, wanted him to learn skills that would challenge him and allow Jon to be a productive member of society after graduating. We considered many programs and selected Minute Man Arc due to the work placement and coaching program and the support he would receive as well as the many after work programs offered. For example, Jon has enjoyed yoga now for many years at Minute Man Arc.

Today, Jon works five days a week in the kitchen of a local restaurant. He started working as a dishwasher but has been learning new skills including helping to prep for the day’s service and helping customers by clearing and cleaning tables. Jon speaks with pride about his job, the people he works with, and the many customers he meets.

Our community has a common goal: to provide for our children, siblings, relatives and friends in need of specialized services. The range of services needed includes residential care, job placement and coaching, recreation and social activities. We need to think about the services needed today as well as tomorrow.

At some point we will no longer be there to provide the love and care and we must not only think about the future, we must also help to create it.

We do not look at a donation to Minute Man Arc as a “contribution.” We see it as an investment in Jonathan’s future and in the organization that will be there for him today as well as tomorrow. We also view it as a way to thank the people of Minute Man Arc for the care and caring they provide.

Thomas and Deborah Flannery
Bedford, MA
Gray skies and cool temps could not put a damper on the enthusiasm of the 12th Annual Minute Man March this year. With our new Emerson Field location and highly visible walking route, the 12th Annual Minute Man March was a grand success. More than 500 walkers donned the traditional brightly colored shirts along with their sunny smiles as they marched along the streets of Concord, raising more than $140,000. Participants celebrated their success at Emerson Field by enjoying music, games, food, and mingling with new and old friends - all under the big white tent.

We are thankful for the generosity of our participants, sponsors and volunteers who continue to make the March a success each year. Their support allows Minute Man Arc to excel in providing a community of innovative, lifelong care to people with disabilities. We look forward to another great Minute Man March on May 6, 2017 and hope to see you there!

Marlene Bergart
Elizabeth Berk
Susan Boucher
Karen Cadwell
Nancy Crowley
Paul Dick
Joan Freeman
Nancy Graham
Lydia Higgins
Amy Kinne
Tessa Kocher
Judi Kotanchik
Tanya Mahoney
Mickie McShane
Bill Paige
Donna Slattery
Molly Stone
Hilary Taylor
Shannon Tellier
Laura Tumasz
Mary Woodward

A special thank you to the MARCH Committee volunteers

Photos by Lou Genovese, One27Photo
# 2016 MARCH Business Sponsors

## Premier Sponsor - $2,500 and above

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Supporter Since</th>
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<tbody>
<tr>
<td>Lythrum Farm</td>
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<tr>
<td>Norel Service Company</td>
<td>1996</td>
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<tr>
<td>QED Systems, Inc.</td>
<td>2010</td>
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<td>Quiet Logistics</td>
<td>2012</td>
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## Supporter $500 - $2,499

<table>
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<td>ACT Leasing</td>
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<td>Acton Ford</td>
<td>2010</td>
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<tr>
<td>ADA Solutions</td>
<td>2013</td>
</tr>
<tr>
<td>All Staff</td>
<td>2014</td>
</tr>
<tr>
<td>Buildium</td>
<td>2011</td>
</tr>
<tr>
<td>Cambridge Trust Company</td>
<td>2003</td>
</tr>
<tr>
<td>Commonwealth Financial Group</td>
<td>2016</td>
</tr>
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<td>Concord Lions Club</td>
<td>1999</td>
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<tr>
<td>DJ Brew</td>
<td>2015</td>
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<tr>
<td>Drucker Family</td>
<td>2015</td>
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<tr>
<td>Dunkin' Donuts West Concord</td>
<td>2015</td>
</tr>
<tr>
<td>Emerson Hospital</td>
<td>2013</td>
</tr>
<tr>
<td>Enterprise Bank</td>
<td>2010</td>
</tr>
<tr>
<td>Hammond Residential Real Estate</td>
<td>2013</td>
</tr>
<tr>
<td>Harvard Vanguard Medical Associates</td>
<td>2009</td>
</tr>
<tr>
<td>Hirsch Roberts Weinstein LLP</td>
<td>2009</td>
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<tr>
<td>Leonard, Mulherin &amp; Greene, P.C.</td>
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<tr>
<td>Long-Term Pharmacy Solutions, Inc.</td>
<td>2015</td>
</tr>
<tr>
<td>Middlesex Savings Bank</td>
<td>1996</td>
</tr>
<tr>
<td>McWalter-Volunteer Insurance Agency</td>
<td>2002</td>
</tr>
<tr>
<td>Najjar Employment Law Group, P.C.</td>
<td>2012</td>
</tr>
<tr>
<td>Newbury Court</td>
<td>2003</td>
</tr>
<tr>
<td>Roche Bros.</td>
<td>2015</td>
</tr>
<tr>
<td>Wheelhouse at the Bradford Mill</td>
<td>2012</td>
</tr>
<tr>
<td>William Raveis Real Estate</td>
<td>2014</td>
</tr>
<tr>
<td>Workers’ Credit Union</td>
<td>2015</td>
</tr>
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</table>
Our 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 +
Acton-Boxborough United Way
Anonymous
Mr. and Mrs. Joshua Boger
Keith Bostic and Margo Seltzer
Camden Foundation
Concord-Carlisle Community Chest
Christine E. and James E. Connor
Decibels Foundation
Marjorie Findlay and Geoffrey Freeman
Chris Gaffney
W. Anthony Goldsberry
Jean Goulden
John Hayes
Helen G. Hauben Foundation
Mr. and Mrs. Kevin Hurley
The Honorable and Mrs. Peter J. Kilmartin
Dr. and Mrs. Brian Lemerise
Lythrum Farm
Mr. and Mrs. David Mahoney
Maynard Community Chest
Elise and Keith McDonald
Middlesex Savings Bank
Jodi and Dominick Minots
Linda E. and Thomas F. Norton
QED Systems, Inc.
Quiet Logistics
Stow Community Chest
The Sudbury Foundation
Trinitarian Congregational Church
West Concord Union Church

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Newbury Court
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Penfield Family
Mr. and Mrs. Jeff Poulton
Michael and Rebecca Robichaud
TD Bank
Mr. and Mrs. Sidney Topol
Mr. and Mrs. Richard Wakefield
William Raveis Real Estate
Mr. and Mrs. Stephen Zaleski

$500 - $999
ADA Solutions, Inc.
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Mr. and Mrs. Robert Apsler
Mr. and Mrs. James F. Babish
Andy and Susan Bartolini
Mr. and Mrs. Andrew Berman
Ms. Kathy Blauvelt
Buildium
Cambridge Trust Company
Beth J. Cockerham
Sarah Coletti and Michael Biales
Concord Lions Club
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Mrs. Lynn DeLorenzo
Mary Dempsey
Dorn Equipment Corporation
Enterprise Bank
First Church of Christ Congregational in Bedford
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Mr. and Mrs. John Freeman
Ms. Dorothy French
Garden Club of Concord
Ms. Jean Goldsberry
Gail Greenlee
Ms. Susan Halby
Hammond Residential Real Estate
Fawn Hardison and David Mayer
Hirsch Roberts Weinstein LLP
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Mr. Shawn Hurley
Saro Iskenderian
Mr. and Mrs. Michael C. Johnson
Nancy Josephs

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Brian Lafferty
Kara Lafferty and Kurth Taylor
Susan and Christopher Ledoux
Nicky Leung and Cinda Chan
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The Reverend Janet Lovejoy
Massachusetts Medical Society
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Karen Munroe
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Mr. and Mrs. Joseph Murphy
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South Acton Congregational Church
The First Parish in Lincoln
Ms. Carol A. Thomas
The Union Church of Stow
Mr. David Walton
Mr. Bruce Welty
Wheelhouse at the Bradford Mill
Mrs. Edith Woolley
Workers’ Credit Union
Mr. William Zimmer

$1,000 - $2,499
Acton Ford
All Staff, LLC
Atlas Forest Realty Trust
Cambridge Savings Bank
Ravi Chopra
Commonwealth Financial Group
Daniel Raymond Nickerson Foundation, Inc.
Emerson Hospital
Mr. and Mrs. Thomas Flannery
Foundation for MetroWest
Denise Guarino
Haartz Family Foundation
Shakeh Iskenderian
Mr. and Mrs. Holger Koehler
Leonard, Mulherin & Greene, P.C.

$250 - $499
Abode Builders of New England, Inc.
Rebecca Allen and Roland Ouellette
AlphaGraphics
Diane and John Amaral
Mr. and Mrs. Richard Anderson
Ms. Ruth Armknecht
Amanda Bailey and Jeff Yeakley
Bartlett Interactive
Nancy Bender
Mr. and Mrs. Jeffrey Bergart
Senneth Berrier
Daniel Biales
We are so grateful for the work you are doing for Angelo. It’s a tremendous help for his parents Alex and Brinalyn. As great-grandparents of this little guy, a prayer and thankfulness for such a great mission.”

Alyn and Dottie Carlson, Woodstock, GA
Howard P. Corrado
Mr. and Mrs. Paul Cosgrove
Rosemary Costello
Mr. Al Cote
Flavia Cote
Alan Crane
Mr. and Mrs. David L. Gagnon
Lois Gallagher and Stacey Durkin
Marc Gallagher
Mr. and Mrs. Raymond Gallant
Thomas Gandek
Mrs. Frances B. Gardella
Eileen Hogan
Richard Holman
Mr. and Mrs. John Holt
Mr. James Holzman
Marci and Tom Hopkins
Patricia and Bradley Howes

“I wanted to take a moment and thank you, your staff and your amazing agency for helping my family with services for our daughter, Hailey. She has seen so many gains in the last few month and she is much happier. I am amazed at how far we have come with Hailey and am looking forward to seeing where we are going in the future.”

Kerri LaVoie, Littleton, MA

Ann Crogan
Crosby Design
Ms. Nancy Crowley
Mr. and Mrs. Brian Cummings
Ms. Pam Curran
Ben Daly
Dante Club, Inc.
Mr. and Mrs. Donald Dawes
Mr. and Mrs. Thomas Dawkins
Ms. Susan M. Dee
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Daniel D’Eon
Peter DeRosa
Alejandro DeWindt
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Paul Dick
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Shukti and Ken Fischl
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Mr. and Mrs. Churchill Franklin
Mr. and Mrs. William J. Fry
Mr. Mark Fung-A-Fat
Elmer Funkhouser and Pete Funkhouser

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Ryan Germick
Kevin Gervais
Lesa Gifford
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Mr. and Mrs. Robert Hall
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Karuppiah Kannan
Nila Karim
Janet Kastrud
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Anne Kilroy and Eamonn Goold
Dong-Woo and Hae-Kyung Kim
Karen King-Watt
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Michele Klein
Elizabeth Knake
Ines Koehler
Mrs. Judi Kotanchik
Mr. and Mrs. Karl Kussin
Charlotte G. and Patricia A. Kutasz
Andrew Kuzmission
Mr. Matthew Ladd
Michael Lafoley
Ms. Elizabeth Lagadinos
Mr. and Mrs. Nick Lagadinos
You’ve got a roster of top notch therapists there who not only are great at their jobs but have hearts of gold. Congratulations on running such a great organization that makes such a difference in peoples’ lives.”

Elise and Keith McDonald, Lincoln

Linda Othote
Linda Pace
Bradford Paige
Ms. Jennifer Paige
Mr. and Mrs. David Palmucci
Stephanie and Thomas Parish

Mrs. Christine E. Paulson
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Mr. Kurt Svetaka
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Pingjun Tang
Hilary Taylor
Mr. and Mrs. Philip Taylor
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Ms. Leslie Michelle V. Touw
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Mr. and Mrs. Keith Tucker
Laura and Erik Turnasz
David Turcotte and
Margarita Zapata-Turcotte
Mr. Dean Turcotte
Melissa and Jeff Tustin
Shachi Tyagi
United Woman’s Club of Concord
Gerard Vabulas and
Seung-Won Vabulas
Ms. Lisa Valeriani
Mr. and Mrs. Philip C. vanderWilden
Sara Waggener
Ms. Madge C. Wait
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Celine and Raymond Walsh
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Tucker Walton
Diane Warshawsky
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Mr. and Mrs. Paul Wesolowski
Barbara Jean White
Mr. and Mrs. William Wilcox
Tim Williams
Russell Wolf and Martha Gilpatrick
Patrick and Sarah Woods
Mary and Donald Woodward
Mr. Steve Wright
Mr. and Mrs. Hon Yee
Grace Yeung and Siuman Lau
Dedra York
Nancy Young
Mr. John Zaleski
Jinhan Zhu and Guanghai Ding

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All Hands Drumming
Brine’s Sporting Goods
Bruce Freeman Rail Trail
Concord Cheese Shop
Concord Flower Shop
Concord Lions Club
Concord Park
Concord Teacakes
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Donelan’s Supermarkets of Acton
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Helen’s Cafe
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Main Streets Market & Cafe
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One 27 Photo
Saltbox Kitchen
Sara Campbell, Ltd
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Shaw’s Supermarkets
Southwick’s Zoo
Stop & Shop
Swymfit
The Paper Store
The Party Lab
Trader Joe’s
Trail’s End Cafe
Laura and Erik Tumasz
Utz Quality Foods, Inc.
Vanderhoof Hardware Co.
Wags to Whiskers
Ms. Rebecca Wathen-Dunn

Photo by Titus Mutungi