



Office of the Secretary of State

The undersigned, as Secretary of State of Texas, does hereby certify that the attached is a true and correct copy of each document on file in this office as described below:

CASA OF CENTRAL TEXAS, INC.
Filing Number: 74608001

Nonprofit Periodic Report
Articles Of Amendment
Change Of Registered Agent/Office
Change Of Registered Agent/Office
Change Of Registered Agent/Office

April 18, 1994
April 29, 1994
September 01, 1994
November 25, 1996
May 27, 1999

In testimony whereof, I have hereunto signed my name officially and caused to be impressed hereon the Seal of State at my office in Austin, Texas on October 29, 2007.



A handwritten signature in cursive script that reads "Phil Wilson".

Phil Wilson
Secretary of State



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FILED
In the Office of the
Secretary of State of Texas

The State of Texas

APR 18 1994

Secretary of State

Corporations Section

SECRETARY OF STATE

CHARTER NO. 00746080-01
ARTICLE 9.01, T.N.P.C.A. REPORT
FILING FEE \$5.00

PURSUANT TO THE PROVISIONS OF ARTICLE 9.01 OF THE TEXAS NON-PROFIT CORPORATION ACT, THE UNDERSIGNED CORPORATION HEREBY FILES ITS REPORT SETTING FORTH:

1. THE NAME OF THE CORPORATION IS:

COMAL COUNTY CHILD ADVOCACY INC.

2. IT IS INCORPORATED UNDER THE LAWS OF: TEXAS

3. THE STREET ADDRESS OF THE REGISTERED OFFICE OF THE CORPORATION IN THE STATE OF TEXAS IS: 805 ENCINO NEW BRAUNFELS, TX
(MAKE ANY CHANGES HERE)

4. ITS REGISTERED AGENT AT SUCH ADDRESS IS: BILL M. REIMER
(MAKE ANY CHANGES HERE)

5. IF A FOREIGN CORPORATION, THE STREET ADDRESS OF ITS PRINCIPAL OFFICE THE STATE OR COUNTRY UNDER THE LAWS OF WHICH IT IS INCORPORATED IS:

6. THE NAMES AND RESPECTIVE ADDRESSES OF ITS DIRECTORS (OR TRUSTEES, ETC.) AND OFFICERS ARE: (NAME AT LEAST 3)

NAME	TITLE	ADDRESS
<u>Pennie Koopman</u>	<u>President</u>	<u>2314 Brittany Grace New Braunfels, TX 78130</u>
<u>John Haas</u>	<u>Vice Pres./Treasurer</u>	<u>1007 Orchid New Braunfels, TX 78130</u>
<u>Bob Stewart</u>	<u>Secretary</u>	<u>502 Riverside New Braunfels, TX 78130</u>
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7. THE FOREGOING INFORMATION IS GIVEN AS OF THE DATE OF THE EXECUTION OF THIS REPORT:

DATED April 14, 19 94

Comal County Child Advocacy, Inc

(NAME OF CORPORATION)

RECEIVED
SECRETARY OF STATE

BY Pennie L. Koopman
(SIGNATURE)

APR 18 1994

ITS President
(TITLE OF OFFICER SIGNING)

NOTE: ALL ITEMS MUST BE COMPLETED. MAKE CHANGES TO ITEMS 3 AND 4 AS NECESSARY. RETURN TO SECRETARY OF STATE, CORPORATIONS SECTION, P.O. BOX 13697, AUSTIN, TEXAS 78711-3697 WITH A \$5.00 FEE.

FILED
In the Office of the
Secretary of State of Texas

ARTICLES OF AMENDMENT TO
ARTICLES OF INCORPORATION OF
COMAL COUNTY CHILD ADVOCACY, INC.

APR 29 1994

Corporations Section

Pursuant to the provisions of Article 1396-4.03 of the Texas Nonprofit Corporation Act, the Board of Directors adopt the following Articles of Amendment to the Articles of Incorporation of Comal County Child Advocacy, Inc.

ARTICLE ONE

The following amendments to the Articles of Incorporation was adopted by the Board of Directors of the Corporation on April 21st, 1994.

ARTICLE TWO

This Amendment alters Article One of the original Articles of Incorporation to read as follows:

The name of the corporation is CASA OF CENTRAL TEXAS, INC.

ARTICLE THREE

This Amendment alters Article Four of the original Articles of Incorporation to read as follows:

4. The purpose or purposes for which the corporation is organized are: To represent the best interests of physically and sexually abused children in Central Texas in criminal and civil proceedings. To be an independent voice in children's rights. To aid with case preparation; to provide assistance to other child oriented agencies; monitor cases; present and monitor legislation, heighten awareness of the public, judiciary and bar as to child abuse and recruit volunteers.

COPY

ARTICLE FOUR

The foregoing Amendments were adopted by a vote of a majority of the Board of Directors in office, there being no members having voting rights in respect thereof.

DATED: April 21, 1994

SCHEM COUNTY CHILD ADVOCACY, INC.

BY: Pennie R Koopman
PENNIE KOOPMAN
Its President

STATEMENT OF CHANGE OF REGISTERED OFFICE
OR REGISTERED AGENT OR BOTH BY
A CORPORATION

The Office of the
Secretary of State of Texas

SEP 01 1994

Corporations Section

1. The name of the corporation is CASA of Central Texas, Inc.
The corporation's charter number is 00746080

2. The address of the registered office as PRESENTLY shown in the records of the Texas secretary of state is: (Please provide street address, city, state and zip code. The address must be in Texas).

805 Encino, New Braunfels, Texas 78130

3. A. The address of the NEW registered office is: (Please provide street address, city, state and zip code. The address must be in Texas.)

P78 E. Mill, Room 211 New Braunfels, Texas 78131-1832

OR B. The registered office address will not change.

4. The name of the registered agent as PRESENTLY shown in the records of the Texas secretary of state is Bill Reimer

5. A. The name of the NEW registered agent is Jackie Vann

OR B. The registered agent will not change.

6. Following the changes shown above, the address of the registered office and the address of the office of the registered agent will continue to be identical, as required by law.

7. The changes shown above were authorized by:

(Profit corporations may select A or B)
(Non-Profit corporations may select A, B, or C)

- A. The board of directors; OR
- B. An officer of the corporation so authorized by the board of directors; OR
- C. The members of the corporation in whom management of the corporation is vested pursuant to article 2.14C of the Texas Non-Profit Corporation Act.

Jackie Vann
An Authorized Officer

Please submit this form in duplicate with the appropriate filing fee.
PROFIT corporations: \$15.00; NON-PROFIT corporations: \$5.00



Secretary of State
Corporations Section
P.O. Box 13697
Austin, Texas 78711-3697

FILED
In the Office of the
Secretary of State of Texas
NOV 25 1996

**STATEMENT OF CHANGE OF REGISTERED OFFICE OR
REGISTERED AGENT OR BOTH BY A CORPORATION,
LIMITED LIABILITY COMPANY OR LIMITED PARTNERSHIP**

1. The name of the entity is CASA of Central Texas, Inc
The entity's charter/certificate of authority/file number is 746080-1
2. The registered office address as PRESENTLY shown in the records of the Texas secretary of state is: 178 E. Mill, New Braunfels TX 78130
3. A. The address of the NEW registered office is: (Please provide street address, city, state and zip code. The address must be in Texas.)
101 Unland Road, Suite 106, San Marcos TX 78666
- OR B. The registered office address will not change.
4. The name of the registered agent as PRESENTLY shown in the records of the Texas secretary of state is Jackie Vann
5. A. The name of the NEW registered agent is Cindy Stauffer
- OR B. The registered agent will not change.
6. Following the changes shown above, the address of the registered office and the address of the office of the registered agent will continue to be identical, as required by law.
7. The changes shown above were authorized by:
Business Corporations may select A or B Limited Liability Companies may select D or E
Non-Profit Corporations may select A, B, or C Limited Partnerships select F
- A. The board of directors; OR
- B. An officer of the corporation so authorized by the board of directors; OR
- C. The members of the corporation in whom management of the corporation is vested pursuant to article 2.14C of the Texas Non-Profit Corporation Act.
- D. Its members
- E. Its managers
- F. The limited partnership

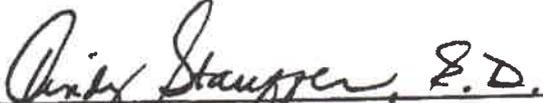
Cindy Stauffer
(Authorized Officer of Corporation)
(Authorized Member or Manager of LLC)
(General Partner of Limited Partnership)

Office of the
Secretary of State
Corporations Section
P.O. Box 13697
Austin, Texas 78711-3697

FILED
In the Office of the
Secretary of State of Texas
MAY 27 1999
Corporations Section

**STATEMENT OF CHANGE OF REGISTERED OFFICE OR
REGISTERED AGENT OR BOTH BY A CORPORATION,
LIMITED LIABILITY COMPANY OR LIMITED PARTNERSHIP**

1. The name of the entity is CASA of Central Texas, Inc.
The entity's charter/certificate of authority/file number is 00746080
2. The registered office address as PRESENTLY shown in the records of the Texas secretary of state is: 100 Main Plaza, Rm. 112, New Braunfels, TX 78130
3. A. The address of the NEW registered office is: (Please provide street address, city, state and zip code. The address must be in Texas.)
101 Uhland Road, Suite 102, San Marcos, TX 78666
- OR B. The registered office address will not change.
4. The name of the registered agent as PRESENTLY shown in the records of the Texas secretary of state is Bill M. Reimer
5. A. The name of the NEW registered agent is Judy G. Carr
- OR B. The registered agent will not change.
6. Following the changes shown above, the address of the registered office and the address of the office of the registered agent will continue to be identical, as required by law.
7. The changes shown above were authorized by:
Business Corporations may select A or B Limited Liability Companies may select D or E
Non-Profit Corporations may select A, B, or C Limited Partnerships select F
 - A. The board of directors;
 - B. An officer of the corporation so authorized by the board of directors;
 - C. The members of the corporation in whom management of the corporation is vested pursuant to article 2.14C of the Texas Non-Profit Corporation Act;
 - D. Its members;
 - E. Its managers; or
 - F. The limited partnership.


(Authorized Officer of Corporation)
(Authorized Member or Manager of LLC)
(General Partner of Limited Partnership)

Corporations Section
P.O.Box 13697
Austin, Texas 78711-3697



Jose A. Esparza
Deputy Secretary of State

Office of the Secretary of State

June 27, 2019

CASA OF CENTRAL TEXAS, INC.
1619 East Common St, Suite 301
New Braunfels, TX 78130 USA

RE: CASA OF CENTRAL TEXAS, INC.
File Number: 74608001

It has been our pleasure to file the Change of Registered Agent/Office for the referenced entity. Enclosed is the certificate evidencing filing. Payment of the filing fee is acknowledged by this letter.

If we may be of further service at any time, please let us know.

Sincerely,

Corporations Section
Business & Public Filings Division
(512) 463-5555

Enclosure

Come visit us on the internet at <http://www.sos.state.tx.us/>

Phone: (512) 463-5555
Prepared by: Linda Galaviz

Fax: (512) 463-5709
TID: 10323

Dial: 7-1-1 for Relay Services
Document: 897818290002



Office of the Secretary of State

**CERTIFICATE OF FILING
OF**

CASA OF CENTRAL TEXAS, INC.
File Number: 74608001

The undersigned, as Deputy Secretary of State of Texas, hereby certifies that the statement of change of registered agent/office for the above named entity has been received in this office and has been found to conform to law.

ACCORDINGLY the undersigned, as Deputy Secretary of State, and by virtue of the authority vested in the Secretary by law hereby issues this Certificate of Filing.

Dated: 06/26/2019

Effective: 06/26/2019



A handwritten signature in black ink, appearing to be "J. Esparza".

Jose A. Esparza
Deputy Secretary of State

**Form 401
(Revised 05/11)**

Submit in duplicate to:
Secretary of State
P.O. Box 13697
Austin, TX 78711-3697
512 463-5555
FAX: 512/463-5709
Filing Fee: See instructions



**Statement of Change of
Registered Office/Agent**

This space reserved for office use.

FILED
In the Office of the
Secretary of State of Texas
JUN 26 2019
Corporations Section

Entity Information

1. The name of the entity is:

CASA of Central Texas, Inc.

State the name of the entity as currently shown in the records of the secretary of state.

2. The file number issued to the filing entity by the secretary of state is: 0074608001

3. The name of the registered agent as currently shown on the records of the secretary of state is:

David Junkin

Registered Agent Name

The address of the registered office as currently shown on the records of the secretary of state is:

15401 RR 12, Suite 105

Street Address

Wimberly

City

TX 78676

State Zip Code

Change to Registered Agent/Registered Office

4. The certificate of formation or registration is modified to change the registered agent and/or office of the filing entity as follows:

Registered Agent Change

(Complete either A or B, but not both. Also complete C if the address has changed.)

A. The new registered agent is an organization (cannot be entity named above) by the name of:

OR

B. The new registered agent is an individual resident of the state whose name is:

David

First Name

M.I.

Pfeifer

Last Name

Suffix

Registered Office Change

C. The business address of the registered agent and the registered office address is changed to:

234 Campbell Drive

Street Address (No P.O. Box)

Canyon Lake

City

TX 78133

State Zip Code

The street address of the registered office as stated in this instrument is the same as the registered agent's business address.

Statement of Approval

The change specified in this statement has been authorized by the entity in the manner required by the BOC or in the manner required by the law governing the filing entity, as applicable.

Effectiveness of Filing (Select either A, B, or C.)

- A. This document becomes effective when the document is filed by the secretary of state.
- B. This document becomes effective at a later date, which is not more than ninety (90) days from the date of signing. The delayed effective date is: _____
- C. This document takes effect upon the occurrence of a future event or fact, other than the passage of time. The 90th day after the date of signing is: _____

The following event or fact will cause the document to take effect in the manner described below:

--

Execution

The undersigned affirms that the person designated as registered agent has consented to the appointment. The undersigned signs this document subject to the penalties imposed by law for the submission of a materially false or fraudulent instrument and certifies under penalty of perjury that the undersigned is authorized to execute the filing instrument.

Date: 06/19/2019

Norma C. Blackwell
Signature of authorized person

Norma Blackwell
Printed or typed name of authorized person (see instructions)



Acceptance of Appointment
and
Consent to Serve as Registered Agent
§5.201(b) Business Organizations Code

The following form may be used when the person designated as registered agent in a registered agent filing is an individual.

Acceptance of Appointment and Consent to Serve as Registered Agent

I acknowledge, accept and consent to my designation or appointment as registered agent in Texas for
CASA of Central Texas, Inc.

Name of represented entity

I am a resident of the state and understand that it will be my responsibility to receive any process, notice, or demand that is served on me as the registered agent of the represented entity; to forward such to the represented entity; and to immediately notify the represented entity and submit a statement of resignation to the Secretary of State if I resign.

X:  David Pfeifer 06/19/2019
Signature of registered agent *Printed name of registered agent* *Date (mm/dd/yyyy)*

The following form may be used when the person designated as registered agent in a registered agent filing is an organization.

Acceptance of Appointment and Consent to Serve as Registered Agent

I am authorized to act on behalf of Norma Casa of Central Texas
Name of organization designated as registered agent

The organization is registered or otherwise authorized to do business in Texas. The organization acknowledges, accepts and consents to its appointment or designation as registered agent in Texas for:

Norma C Blacwell
Name of represented entity

The organization takes responsibility to receive any process, notice, or demand that is served on the organization as the registered agent of the represented entity; to forward such to the represented entity; and to immediately notify the represented entity and submit a statement of resignation to the Secretary of State if the organization resigns.

X:  Norma C Blacwell 6/19/19
Signature of person authorized to act on behalf of organization *Printed name of authorized person* *Date (mm/dd/yyyy)*

**BY-LAWS
OF
CASA of CENTRAL TEXAS, Inc.**

Article I - - Name

1.01 Name

The name of the corporation shall be CASA of Central Texas, Inc. CASA is an acronym for Court Appointed Special Advocates. The corporation shall be referred to as CASA or the Corporation in these Bylaws.

Article II - - Purpose

2.01 Purpose

CASA is organized exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. CASA shall promote, assist, support, develop and continue the CASA program in Caldwell, Comal, Guadalupe and Hays Counties. The CASA program provides court-appointed volunteers to investigate and make recommendations concerning assigned cases dealing with abused and neglected children.

2.02 Mission Statement

CASA of Central Texas, Inc. advocates for abused and neglected children in the court system by recruiting, training and supporting community volunteers.

2.03 Vision Statement

We believe that every child has a right to a safe, permanent home.

Article III - - Office and Registered Agent

3.01 Office

The Corporation may have its offices at such place or places within the State of Texas, as the Board of Directors may determine.

3.02 Registered Office and Registered Agent

CASA shall have and continuously maintain in the State of Texas a registered office and registered agent whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be, the same as the principal office of CASA in the State of Texas, and the address of the registered office may be changed by the Board of Directors.

Article IV - - Members

The Corporation shall not have a general membership. The Board of Directors shall be a self-perpetuating body with the successors elected by the Board.

Article V - - Board of Directors

5.01 General Powers

The affairs of CASA shall be managed by its Board of Directors.

5.02 Number

The number of voting Directors shall be not less than nine (9) nor more than twenty-one (21).

5.03 Accountability for Organizational Integrity

The Board of Directors retains responsibility for overall accountability for policy development, long-range planning, marketing, fundraising, oversight of finances, and risk management.

5.04 Composition

The intent of the Corporation shall be to maintain a composition of the Board of Directors with at least one (1) representative from each of Caldwell, Comal, Guadalupe and Hays Counties. The preferred composition of the Board of Directors includes five (5) representatives from each county served, in addition to the President of the Board.

5.05 Qualifications

The Board will adopt criteria for Directors. Each Director must be at least twenty-one (21) years of age and possess such skills as legal, fiscal, personnel, management, and marketing; connected to the communities served by CASA; committed to devoting time as a leader, officer, and/or committee member; not be related or married to any employee of CASA or Director; and not be employed by CASA.

5.06 Election

The successors to those Directors whose terms of office expire each year shall be elected by the Board of Directors. The election and reelection of Directors shall be by recommendation and motion to the Board by the Board Development Committee at the June meeting, and shall be decided by a vote of the majority of the Directors at the June meeting, and shall assume their positions at the July meeting.

5.07 The Wing Society Board

The Board of Directors may invite members of the community to serve as members of the Wing Society Board. A member of the Board of Directors shall serve as a member of the Wing Society. Members of the Wing Society Board may attend and speak at all meetings of the Board of Directors, but shall serve without the right to vote on any action of the agency and shall not be required in order to establish a quorum. Members of the Advisory Board shall be elected annually by the Wing Society Board and shall serve for a term of one (1) year.

5.08 Term of Office

The terms of office of Directors shall be three (3) calendar years, staggered with one-third (1/3) of the Directors being elected each year. A person nominated by the Board Development Committee and elected by the Board to fill a vacancy of an unexpired term of a Director will complete the unexpired term. A person nominated by and approved by the Board to fill a vacancy, other than a vacancy with an unexpired term, shall be considered as having completed one year of the three (3) year term as of June 30th of the year of election. All terms begin on July 1 and end on June 30 of each calendar year. A director may serve unlimited successive three (3) year terms if duly nominated by the Board Development Committee and elected by the majority of all of the Directors. Written requests for renewals will be delivered to the Chairman of the Board Development Committee in May and if approved by the Board Development Committee, presented to the Board for election in June.

5.09 Board Member Responsibility

The Board of Directors shall have the control and general management of the affairs and business of this Corporation.

1. Each Board member is required to attend nine (9) out of eleven (11) regularly scheduled meetings per fiscal year (July 1 through June 30). A Director who misses three (3) out of eleven (11) meetings shall be automatically removed, but may be reinstated by the Board upon a recommendation from the Board Development Committee. Illness of a Board member or serious illness/death of an immediate family member are considered excused absences. Participating in events or meetings related to CASA business is also an excused absence.
2. Each Board member is expected to participate in the fundraising efforts of CASA.
3. Each Board member will submit to background checks before assuming a position on the CASA Board, including the following: (a) Social security number verification, (b) Texas criminal record check obtained from the Texas Crime Information Center maintained by the Texas Dept. of Public Safety, (c) National

criminal record check obtained from the National Crime Information Center (NCIC) maintained by the FBI, (d) Texas Public Sex Offender Registry check maintained by the Texas Dept. of Public Safety, (e) National Sex Offender Registry check maintained by the U.S. Dept. of Justice, and (f) The Child Abuse and Neglect Central Registry maintained by the Texas Dept. of Family and Protective Services.

4. Each Board member will attend ongoing Board training and educational seminars.

5.10 Relationships with Staff and Volunteer Advocates

Board members should consult with the Executive Director for any assistance needed.

1. Complaints or community concerns should be directed to the Executive Director.
2. Board Directors should annually attend two (2) swearing in ceremonies and receptions for new Volunteer Advocates, participate in two (2) volunteer and staff appreciation activities, and attend one (1) diversity training (which can be through Volunteer Training).

5.11 Policy Development

Board members should annually review the Mission Statement of CASA, the Policies and Procedures, Articles of Incorporation and Bylaws.

5.12 Long-Range Planning

It is the responsibility of the Board members to be familiar with the current Strategic Plan. Program goals need to be reviewed and refined as necessary. Human and financial resources need to be acquired by the Board members.

5.13 Resource Development

The Board of Directors will ensure that adequate financial resources are available to provide and maintain program services. Each Director will approve and support the fundraising plan established by the Fund Development Committee as well as participate in fundraising activities. Each Board member will make an annual financial contribution and the Board will collectively achieve 100% participation.

5.14 Marketing

The Board of Directors will be knowledgeable about the functions of the CASA program respecting the confidentiality of program services. Directors will approve and support the marketing plan determined by the Fund Development Committee.

5.15 Oversight of Finances

The Board of Directors will review and approve the annual budget as determined by the Executive Director and the Finance Committee. Directors will monitor expenditures, review the annual audit, Financial Policy and Procedures, and annually review all insurance policies, fixed assets and inventory. The Board of Directors will review the financial statements monthly.

5.16 Vacancies

Vacancies on the Board of Directors occurring between Annual Meetings may be filled for the unexpired portion of the term by majority vote of the Board of Directors, even if there is only one member remaining on the Board.

5.17 Removal of Directors

Any one or more of the Directors may be removed, either with or without cause, by a majority vote of the Board of Directors, with the Director to be removed not voting.

Article VI - - Meetings

6.01 Regular Meetings

The Board of Directors shall meet monthly July through June unless otherwise designated by the President, and will be held as determined by the Board. Except as otherwise provided by statute, the Articles of Incorporation of CASA or these Bylaws, any and all business may be transacted at any regular meeting, and neither the purpose of, nor the business to be transacted at any regular meeting need be specified in any notice or waiver of notice of such meeting. Evaluation of the Executive Director will take place during closed session of the April meeting with prior submission of the evaluation materials at the March meeting of the Board of Directors by a committee appointed by the President.

When Board action is needed before the next regularly scheduled meeting, the Board President may authorize the Executive Director and his/her designee to contact each Board member to conduct a vote on a particular matter by email or otherwise. Such votes should not become the regular method of action for the Board and generally should be conducted only on matters determined to be urgent, non-controversial and not in need of much discussion among the Board. At the next meeting of the Board immediately following such vote, the Board shall re-affirm the vote and have the action recorded in the minutes of the organization.

6.02 Special Meetings

Special meetings of the Board of Directors may be called by or at the request of the President or by the written request of one-half (1/2) of the Directors. The person or persons authorized to call special meetings of the Board of Directors shall fix the time and place of any special meeting of the Board of Directors called by them in the notice of the meeting. Written notice stating the place, date, and time of each special meeting will be given to each Director, not less than three (3) days before the date of such meeting. Except as otherwise expressly provided by statute, the Articles of Incorporation of CASA or these Bylaws, any and all business may be transacted at any special meeting and must be specified in the notice or waiver of notice of such meeting.

6.03 Alternative Forms of Meetings

Subject to the notice provisions of these Bylaws, the Board may hold an annual, regular or special meeting by means of conference telephone or similar communications equipment or another suitable electronic communications system (such as videoconference) that permits each person participating in the meeting to communicate with all other persons participating in the meeting. Participation in any such meeting shall constitute presence in person at such meeting and waiver of notice of such meeting, except when a person participates in such meeting for the express purpose of objecting to the transaction of any business on the ground that such meeting is not lawfully called or convened. Any committee provided for in these Bylaws or established by the Board may also hold its meetings by means of such conference telephone or similar communications equipment.

6.04 Place of Meetings

Meetings of the Board will be held at such places, within or without the State of Texas, as may from time to time be determined by the Board and communicated to all Directors, or as may be specified in the respective notices or waivers of notice of such meetings.

6.05 Notice of Meetings

Notice of all annual, regular or special meeting of the Board of Directors shall be given at least ten (10) days previously thereto by written notice delivered, either personally or by mail or email to each Director at the address as shown by the records CASA. If mailed, the notice shall be deemed delivered to the Director when deposited with postage prepaid in the United States mail so addressed. Any Director may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except when a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at the meeting need not be specified in the

notice or waiver of notice of such meeting unless specifically required by law or these Bylaws.

6.06 Annual Meetings

An annual meeting of the Board will be held in the month of June of each year upon at least ten (10) days written notice to each Director of a date and at such place as determined by the Board. Such annual meetings will include the installation of Directors and Officers, and the transaction of such other business as may be brought before such meetings.

6.07 Quorum

One-half (1/2) plus one (1) of the Directors shall constitute a quorum of the transaction of business at any meeting of the Board of Directors, except as otherwise expressly provided by statute, the Articles of Incorporation of CASA or these Bylaws; but if less than a majority of the Directors are present at said meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.

6.08 Manner of Acting

The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number of Directors is required by law or by these Bylaws.

6.09 Expectation of Directors

1. Each Director is expected to serve on at least one (1) committee.
2. Each Director is expected to participate in the fundraising efforts of CASA with the exception of Masters and District Judges.
3. Each Director is expected to contribute financially to CASA.
4. Each Director is expected to attend all meetings of the Board. Any Director missing three (3) of eleven (11) regularly scheduled meetings in a fiscal year due to excused or unexcused absence shall be considered as having resigned and will be removed from the Board, but may be reinstated by the Board. The Board Development Committee may recommend removal of the Director to the Board for non-participation.
5. Each Director is expected to attend a Volunteer Training class or Voices tour, and must attend Board Orientation, to obtain sufficient knowledge of CASA's programs within one (1) year of being elected as a Director.
6. Each Director is expected to attend such programs as Strategic Planning and retreats designed to continue the education, orientation, and development of Directors.
7. Each Director is expected to review and execute CASA's Confidentiality Agreement and Conflicts of Interest Policy annually.

6.10 Voting

At all meetings of the Board of Directors, each Director is to have one vote. The Directors present at a duly called or held meeting at which a quorum is present may continue to transact business even if enough Directors leave the meeting so that less than a quorum remains; however, no action may be taken without the vote of a majority of the number of Directors required for a quorum. If a quorum is never present at any time during a meeting, a majority of the Directors present may adjourn and reconvene the meeting once without further notice.

6.11 Proxy Voting

A Director may not vote by proxy.

6.12 Compensation of Directors

Directors shall not receive compensation, but may be reimbursed for reasonable expenses properly incurred by them on behalf of CASA if approved by the Board.

Article VII - - Officers

7.01 Officers

The Officers of CASA shall be a President, one or more Vice-Presidents (the number thereof to be determined by the Board of Directors), a Secretary, a Treasurer, and such other Officers that may be elected in accordance with the provisions of this Article. The Board of Directors may elect at least one volunteer from each county to server on the Board or appoint such other Officers, including one or more Assistant Secretaries and one or more Assistant Treasurers, as it shall deem desirable, such Officers to have the authority and perform the duties prescribed from time to time by the Board of Directors. Anyone that holds an office and runs for another office should resign their current position.

7.02 Election and Term of Office

No two offices shall be held by the same person. The officers of CASA shall be chosen from the Board of Directors and shall be elected annually by the Board of Directors at the regular annual meeting of the Board of Directors. New offices may be created and filled at any meeting of the Board of Directors. Each Officer shall hold office until his successor shall have been duly elected and shall have been qualified. No person may serve for more than two (2) full consecutive years in any one office of CASA, with the exception of the President who may serve three (3) full consecutive years. To be eligible to serve as President, it is highly desirable that a Director shall have served as a Director for one (1) year and as an Officer or the Chairperson of a Committee identified in Article VII for at least one (1) year.

7.03 Removal

Any Officer elected or appointed by the Board of Directors may be removed by the Board of Directors whenever in its judgment the best interests of CASA would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the Officer so removed.

7.04 Vacancies

A vacancy in any office, because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board of Directors for the unexpired portion of the term at any meeting of the Board of Directors.

7.05 President

The President shall be the principal executive officer of the Corporation and, subject to the control of the Board of Directors, shall in general supervise and control all of the business and meetings of the Corporation. He or she shall preside, when present, at all meetings of the Board of Directors and serve as an ex officio member of all committees of the Board.

The President shall sign all contracts and agreements in the name of the Corporation, subject to the advice, consent and approval of the Board of Directors.

The President shall be the chairman of the Executive Committee, a member of the Finance Committee, and an ex officio member of all other committees. The President shall have the power and authority to appoint ad hoc committees and chairmen as needed with the approval of the Executive Committee.

7.06 Vice-President

During the absence or inability of the President to render and perform the President's duties or exercise the President's powers as set forth in these Bylaws or in the acts under which this Corporation is organized, the same shall be performed and exercised by the Vice-President.

The Vice-President shall be a member of the Executive and Finance Committees, and shall be an ex officio member of all other committees.

7.07 Secretary

The Secretary shall see that the minutes of the meetings of the Board of Directors and the Executive Committee are kept, shall see that the books and reports are properly made and filed and shall perform such other functions as from time to time may be directed by the President.

The Secretary shall be a member of the Executive Committee.

7.08 Treasurer

The Treasurer may sign, make and enforce in the name of the Corporation all checks, drafts and order for the payment of money under the direction of the President or the Board of Directors, or as may be delegated to the Executive Director.

The Treasurer shall exhibit at all reasonable times the books and accounts of the Corporation to any Director.

The Treasurer shall provide statements of the conditions of the finances of the Corporation at each regular meeting of the Board of Directors and at such other times as may be required of the Treasurer.

The Treasurer shall oversee the acquisition of a Bond, which meets federal, state and local tax requirements, securing an audit as needed and securing insurance for the Corporation as required by the Board of Directors.

The Treasurer shall be the chairperson of the Finance Committee and shall be a member of the Executive Committee.

Article VIII - - Executive Director

8.01 Executive Director

The Executive Director shall be the Chief Administrative Officer of CASA and shall be responsible to the Board of Directors for the management of CASA. The Executive Director may be assisted by such additional staff as provided for by the Board of Directors. The Board of Directors shall have authority to employ, evaluate, and discharge an Executive Director upon such terms and conditions as the Board may determine.

The Executive Director shall have the authority to make expenditures within the approved budget.

The Executive Director shall serve as a non-voting member of the Board of Directors.

The Board shall evaluate the performance of the Executive Director in writing annually, and compare written performance criteria and objectives between evaluations.

Article IX - - Committees

9.01 Executive Committee

The Executive Committee shall be composed of the President, the immediate Past President, the Vice-President(s), the Secretary, the

Parliamentarian and the Treasurer. The President shall serve as Chairperson of the Executive Committee. Between meetings of the Board, the Executive Committee shall have all the power and authority of the Board of Directors except that it shall not have the authority to: (a) select members of any standing committee, (b) fill any vacancy in any office, (c) approve the annual budget, or (d) employ or discharge the Executive Director. The Executive Committee shall report its actions to the Board of Directors at the next meeting of the Board of Directors.

9.02 Board Development Committee

The Board Development Committee shall be composed of a minimum of three (3) Directors. This committee shall set up criteria for Directors, maintain a roster of potential Directors, explain to nominees their duties and responsibilities as Directors, and provide nominees with a copy of these Bylaws:

1. The Chairperson of the Board Development Committee shall request suggestions from the Directors for nominations for Officers and Directors.
2. The report of the Board Development Committee shall be presented to the Board of Directors at its annual meeting. Provided the consent of the nominee has been obtained in advance, nominations in addition to those submitted by the Board Development Committee may be made from the floor by any Director.
3. The Board Development Committee may be requested by the Executive Committee to nominate persons to fill any vacancies on the Board of Directors or in offices of the Board of Directors.

9.03 Finance Committee

The Finance Committee shall be composed of the Treasurer and additional Directors. The Treasurer shall serve as Chairperson of the Finance Committee:

1. The Finance Committee shall prepare the annual budget for presentation to the Board of Directors, and present an audit report annually to the Board of Directors after the close of the fiscal year.
2. The Finance Committee is responsible for the study and review of all matters involving the finances, appropriations, and expenditures of the funds of CASA, including, but not limited to, review of the budgets and financial reports of CASA.

9.04 Policy/Personnel Committee

The Policy/Personnel Committee shall be composed of three (3) or more Directors. The President shall appoint the Chairperson of this committee. The Policy/Personnel Committee shall recommend personnel policies to the Board of Directors and assist the Executive Director in developing and maintaining sound programs of personnel administration. This committee shall study and recommend to the Board policies concerning programs,

operations and procedures, which will be reviewed and approved by the Board.

9.05 Fundraising Committee

The Fundraising Committee shall have responsibility for the financial support of CASA and shall plan and assist in implementing fundraising programs. This committee is comprised of the entire Board of Directors. It shall be chaired by one or more Directors. Additional membership of this committee may include non-members of the Board of Directors.

9.06 Fund Development Committee

The Fund Development Committee shall have responsibility to ensure that adequate financial resources are available to provide and maintain program service. The Committee will be responsible for the fundraising plan and the marketing plan. It shall be chaired by one or more Directors. Additional membership of this committee may include non-members of the Board of Directors.

9.07 Other Committees

Other committees not having and exercising the authority of the Board of Directors in the management of CASA may be designated by a resolution adopted by a majority of the Directors present at a meeting at which a quorum is present. Except as otherwise provided in such resolution, members of such committee shall be Directors, who may be appointed by the President.

9.08 Term of Office

Each member of a committee shall continue as such until the next annual meeting of the Board of Directors and until a successor is appointed, unless the committee shall be sooner terminated, or unless such member is removed from such committee, or unless such member shall cease to qualify as a member.

9.09 Removal

Any member of any committee may be removed by the person or persons authorized to appoint such member whenever in their judgment the best interest of CASA shall be served by such removal.

9.10 Vacancies

Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

9.11 Quorum

Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall

constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Article X - - Financial Accountability

No Officer, Director or agent of the Corporation, either singly or jointly with others, shall have the power to make any bill payable, note, check or other negotiable instrument, or endorse the same in the name of the Corporation, or contract or cause to be contracted any debt or liability in the name of or on behalf of the Corporation, except as herein expressly described and provided.

10.01 Contracts

The Board of Directors may authorize any officer or officers, agent or agents of the Corporation, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of or on behalf of the corporation. Such authority may be general or confined to specific instances.

10.02 Checks and Drafts

All checks, drafts, or orders for the payment of money, notes or other evidences or indebtedness issued in the name of the Corporation shall be signed by such Officer or Officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution by the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer and counter-signed by the President or a Vice President of the Corporation.

All applications for grants must have Executive Committee or Board of Directors approval prior to submission to the funding source.

Article XI - - Indemnification Clause

11.01 Indemnification of Officers and Directors

The Officers, Directors, agents and employees of the Corporation shall be indemnified to the maximum extent authorized by law.

Article XII - - Conflict of Interest

12.01 If any matter should come before the Board or any committee thereof in such a way as to give rise to a conflict of interest, the affected member shall make known the potential conflict and withdraw from the meeting for so long as the matter shall continue under discussion, except to answer any questions that might be asked of him or her. Should the matter be brought to a vote, the affected member shall not vote on it. In the event that, when advisable, (s)he fails to withdraw voluntarily, the chairperson

shall require that (s)he remove himself/herself from the room during the discussion and vote on the matter. Each member of the Board will annually sign the conflict of interest policy.

In appropriate instances, the President of the Board of Directors or the Executive Director may seek the advice of an independent professional on a conflict issue.

12.02 Board Member as Legal Counsel

Although legal counsel may be provided to CASA under voluntary auspices on a pro bono basis and a lawyer who offers legal counsel may sit on the CASA Board, the role of such legal counsel will be clearly defined in a fee agreement letter from the lawyer in order to keep the two functions separate.

12.03 Board Member as Staff

Prior to applying for an employment position with CASA, a Board member must resign from the Board.

Article XIII - - General Provisions

13.01 Amendments

The Board of Directors shall have the power to alter, amend, or repeal these Bylaws at any regular or special meeting of the Board of Directors by a vote of two-thirds (2/3) of the members present, provided that written notice of the proposed change is given at least ten (10) days prior to such meeting. These Bylaws shall be reviewed each year by the Executive Committee, and a report of the committee shall be included at each end of the fiscal year Board meeting.

Construction and Terms

If there is any conflict between the provisions of these Bylaws and the Articles of Incorporation of this Corporation, the provisions of the Articles of Incorporation shall govern. Should any of the provisions or portions of these Bylaws be held unenforceable or invalid for any reason, the remaining provisions and portions of these Bylaws shall be unaffected by such holding. All references in these Bylaws to the Articles of Incorporation shall be to the Articles of Incorporation of this Corporation filed with the Secretary of this State and used to establish the legal existence of this Corporation. All references in these Bylaws to a section or sections of the Internal Revenue Code shall be to such sections of the Internal Revenue Code of 1986 as amended from time to time, or to corresponding provisions of any future federal tax code.

13.02 Waiver of Notice

Whenever, under the provisions of any law, the Articles of Incorporation or amendments thereto, or these Bylaws, any notice is required to be given to any Director or committee member, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein shall be equivalent to the giving of such notice.

13.03 Conference Telephone Meetings

Meetings of any committee may be held by means of conference telephone or similar communications equipment so long as all persons participating in the meeting can hear each other. Participants in a meeting pursuant to this Section shall constitute presence in person at such meeting, except where a person participates in the meeting for the express purpose of objection to the transaction of any business on the ground that the meeting is not lawfully called or convened.

13.04 Fiscal Year

The fiscal year shall be July 1 through June 30 in each year.

13.05 Nondiscriminatory Practices

The Corporation, its Directors, Officers and employees shall not discriminate against any individual or group of individuals on the basis of age, gender, sexual orientation, race, ethnicity, nationality, disability or religion.

Article XIV- - Restrictions and Requirements

14.01 The Corporation shall not pay dividends or other corporate income to its Directors or Officers or otherwise accrue distributable profits or permit the realization of private gain. The Corporation shall not have the power to engage in any activities, except to an insubstantial degree, that are not in furtherance of the purposes set forth above.

14.02 The Corporation shall have no power to take any action that would be inconsistent with the requirements for tax exempt organizations under Section 501(c)(3) of the Internal Revenue Code and related regulations, rulings and procedures. Regardless of any other provision to these Articles of Incorporation or state law, the Corporation shall have no power to:

1. Engage in activities or use its assets in manners that are not in furtherance of one or more exempt purposes, as set forth above and defined by the Internal Revenue Code and related regulations, rulings, and procedures, except to an insubstantial degree.

2. Serve a private interest other than one that is clearly incidental to an overriding public interest.
3. Devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise, except as provided by the Internal Revenue Code and related regulations, rulings, and procedures.
4. Participate in or intervene in any political campaign on behalf of or in opposition to any candidate for public office. The prohibited activities include the publishing or distributing of statement and any other direct or indirect campaign activities.
5. Have objectives that characterize it as an "action organization" as defined by the Internal Revenue Code and related regulations, rulings and procedures.
6. Permit any part of the net earnings of the Corporation to inure to the benefit of any member of the Corporation or any private individual.
7. Carry on an unrelated trade or business except as a secondary purpose related to the Corporation's primary, exempt purposes.

14.03 Dissolution

On dissolution, the Corporation's assets shall be distributed to an organization dedicated to public benefit purposes exempt from taxes under Internal Revenue Code Section 501(c)(3), to be used to accomplish the general purposes for which the Corporation was organized.

Article XV – Dissolution

Upon dissolution of the Corporation or the winding up of its affairs, the assets of the Corporation remaining after payment of all debts and liabilities shall be distributed exclusively to the State of Texas or an organization exempt from taxes under Internal Revenue Code Section 501(c)(3).

1619 E. Common Street, New Braunfels, Texas 78130

The above Bylaws were amended and approved by the Board of Directors of CASA of Central Texas, Inc. on November 8, 2001.

Highlighted sections were amended and approved by the Board on February 17, 2004.

The above Bylaws were amended and approved by the Board of Directors of CASA of Central Texas, Inc. on November 20, 2007.

The above Bylaws were amended and approved by the Board of Directors of CASA of Central Texas, Inc. on May 30, 2011.

The above Bylaws were amended and approved by the Board of Directors of CASA of Central Texas, Inc. on June 25, 2013.

The above Bylaws were amended and approved by the Board of Directors of CASA of Central Texas, Inc. on February 24, 2015.

The above Bylaws were amended and approved by the Board of Directors of CASA of Central Texas, Inc. on June 23, 2015.

The above Bylaws were amended and approved by the Board of Directors of CASA of Central Texas, Inc. on April 19, 2016.

The above Bylaws were amended and approved by the Board of Directors of CASA of Central Texas, Inc. on October 15, 2018.

RESOLUTION

On the 15th day of October, 2018, at a meeting of the Board of Directors of CASA of Central Texas, Inc., held in the City of New Braunfels, Comal County, Texas, with a quorum of the Directors present, the following business was conducted:

WHEREAS the Board of Directors of CASA of Central Texas, Inc. retains certain responsibilities which should be included in these Bylaws;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of CASA of Central Texas, Inc. approves the following changes to these Bylaws:

- **The addition of paragraph 12.03, “Board Member as Staff”**
- **The addition of the last sentence in paragraph 8.01**
- **Addition to the last sentence of paragraph 9.04.**

Voted, passed and approved on October 15, 2018.

**JoAnne Germer
President – Board of Directors
Board of Directors**

**Rosemary Hopkins
Secretary**

INTERNAL REVENUE SERVICE
District Director

DEPARTMENT OF THE TREASURY
1100 Commerce St., Dallas, TX 75242

CASA OF CENTRAL TEXAS, INC.
PO BOX 311832
NEW BRAUNFELS, TEXAS 78131

Person to Contact:
BARBARA MITCHELL
Telephone Number:
(214) 767-6023
Refer Reply to:
EO:CSU:4940DAL
Date:
AUGUST 4, 1994

Dear Sir or Madam:

Our records show that CASA OF CENTRAL TEXAS is exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code. This exemption was granted OCTOBER 1986 and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are an organization described in section 170(b)(1)(A)(vi).

If we may be of further assistance, please contact the person whose name and telephone number are shown above.

Sincerely,

Barbara Mitchell
EO Technical Assistor

TAX ID # 74-2403373

CASA of Central Texas, Inc.

INCOME BUDGET	2019-20
VOCA	317,825.02
VOCA Non-Urban	90,000.00
CDBG-New Braunfels	13,333.00
header	50,000.00
OVAG	42,000.00
Texas CASA - CVC	194,755.00
Texas CASA - CVC Growth	39,468.00
Texas CASA Title 4	5,000.00
Comal County	1,000.00
Guadalupe County	7,500.00
Hays County	35,000.00
County Jury Fees	16,886.33
Caldwell	
Comal	
Guadalupe	
Hays	
City of Buda	3,475.00
City of Lockhart	4,052.05
City of San Marcos H.S.	17,500.00
United Way - Greater Austin	2,000.00
Texas SECC - State Employee Charitable Campaign	4,000.00
CFC - Combined Federal Campaign	
United Way - Comal County	35,000.00
United Way - Guadalupe County	5,000.00
United Way - Hays County	8,500.00
United Way - SA Area	4,000.00
Board Member Contributions	25,000.00
Memorials & Honors	2,000.00
Children's Special Needs	1,500.00
Individual - Big Give S.A.	7,500.00
Individual - Amplify Austin	7,500.00
Individual - Holiday Appeal	10,000.00
Individual - Giving Tuesday	500.00
Individual - Private Donations	60,000.00
Church Contributions	5,000.00
Downtown Rotary NB	5,000.00
NB Rotary	5,000.00
Rotary Club of Seguin	1,500.00
San Marcos Lions Club	10,000.00
Civic - Other	5,500.00
Grande Communications	1,000.00
Corporate - Other	15,000.00
Anderson Charitable Foundation	15,000.00
Baptist Health Foundation	60,000.00
Burdine Johnson Foundation	30,000.00

Comal Cops for Kids	-
GVTC Foundations	5,000.00
In-N-Out Burger - Comal	5,000.00
In-N-Out Burger - Hays	5,000.00
Kronkosky Charitable Foundation	100,000.00
Lola Wright Foundation	15,000.00
McKenna Foundation	40,000.00
Najim Family Foundation	45,000.00
Christus Santa Rosa Foundation	25,000.00
San Antonio Area Foundation	25,000.00
St. Lukes Health Ministries	8,000.00
Texas Bar Foundation	8,000.00
Tomblin Family Foundation	10,000.00
Topfer Family Foundation	5,000.00
Valero Foundation	15,000.00
Event-Gala	75,000.00
Event-Golf Tournament	49,556.92
Event - 3rd Party	10,000.00
Unknown	43,455.32
TOTAL INCOME	1,652,306.64

EXPENSE BUDGET	2019-20
Salaries	1,145,243.00
Insurance Benefits	
Health	42,000.00
Life	3,000.00
Payroll Taxes	87,611.09
Pension	57,262.15
Unemployment Taxes	1,076.40
Workers Comp Insurance	3,200.00
Conferences/Education	12,000.00
Travel	37,214.00
Contract Service - Background	15,000.00
Equipment/Computer/Software	43,000.00
Equipment Rental	14,000.00
Credit Card & Other Fees	5,500.00
Office - General	10,000.00
Office Supplies	10,000.00
Training Expenses	15,000.00
Special Needs for Children	3,000.00
Advocate Recognition	15,000.00
Audit	6,500.00
Advertising/Recruiting	8,000.00
Fundraising	45,000.00
Legal & Professional Fees	2,000.00

CASA of Central Texas, Inc.

Insurance Benefits	
Directors & Officers	3,200.00
Liability & Fidelity	9,500.00
Membership & Subscriptions	10,000.00
Postage	5,000.00
Printing/Promotions	3,500.00
Telephone/Internet	15,000.00
Utilities	9,500.00
Building Maintenance	15,000.00
Endowment Fees	1,000.00
Reserve	-
TOTAL EXPENSES	1,652,306.64

CASA of Central Texas, Inc.

INCOME BUDGET 2020-2021	Projected Budget
VOCA	365,498.77
VOCA Non-Urban	103,500.00
CDBG-New Braunfels	15,332.95
CDBG-San Marcos	57,500.00
OVAG	48,300.00
Texas CASA - CVC	223,968.25
Texas CASA - CVC Growth	45,388.20
Texas CASA Title 4	5,750.00
Comal County	1,150.00
Guadalupe County	8,625.00
Hays County	40,250.00
County Jury Fees	19,419.28
Caldwell	-
Comal	-
Guadalupe	-
Hays	-
City of Buda	3,996.25
City of Lockhart	4,659.86
City of San Marcos H.S.	20,125.00
United Way - Greater Austin	2,300.00
Texas SECC - State Employee Charitable Campaign	4,600.00
CFC - Combined Federal Campaign	-
United Way - Comal County	40,250.00
United Way - Guadalupe County	5,750.00
United Way - Hays County	9,775.00
United Way - SA Area	4,600.00
Board Member Contributions	28,750.00
Memorials & Honors	2,300.00
Children's Special Needs	1,725.00
Individual - Big Give S.A.	8,625.00
Individual - Amplify Austin	8,625.00
Individual - Holiday Appeal	11,500.00
Individual - Giving Tuesday	575.00
Individual - Private Donations	69,000.00
Church Contributions	5,750.00
Downtown Rotary NB	5,750.00
NB Rotary	5,750.00
Rotary Club of Seguin	1,725.00
San Marcos Lions Club	11,500.00
Civic - Other	6,325.00
Grande Communications	1,150.00
Corporate - Other	17,250.00
Anderson Charitable Foundation	17,250.00
Baptist Health Foundation	69,000.00
Burdine Johnson Foundation	34,500.00

CASA of Central Texas, Inc.

Comal Cops for Kids	-
GVTC Foundations	5,750.00
In-N-Out Burger - Comal	5,750.00
In-N-Out Burger - Hays	5,750.00
Kronkosky Charitable Foundation	115,000.00
Lola Wright Foundation	17,250.00
McKenna Foundation	46,000.00
Najim Family Foundation	51,750.00
Christus Santa Rosa Foundation	28,750.00
San Antonio Area Foundation	28,750.00
St. Lukes Health Ministries	9,200.00
Texas Bar Foundation	9,200.00
Tomblin Family Foundation	11,500.00
Topfer Family Foundation	5,750.00
Valero Foundation	17,250.00
Event-Gala	86,250.00
Event-Golf Tournament	56,990.46
Event - 3rd Party	11,500.00
Unknown	49,973.62
TOTAL INCOME	1,900,152.64

EXPENSE BUDGET 2020-2021	Projected Budget
Salaries	1,317,029.45
Insurance Benefits	-
Health	48,300.00
Life	3,450.00
Payroll Taxes	100,752.75
Pension	65,851.47
Unemployment Taxes	1,237.86
Workers Comp Insurance	3,680.00
Conferences/Education	13,800.00
Travel	42,796.10
Contract Service - Background	17,250.00
Equipment/Computer/Software	49,450.00
Equipment Rental	16,100.00
Credit Card & Other Fees	6,325.00
Office - General	11,500.00
Office Supplies	11,500.00
Training Expenses	17,250.00
Special Needs for Children	3,450.00
Advocate Recognition	17,250.00
Audit	7,475.00
Advertising/Recruiting	9,200.00
Fundraising	51,750.00
Legal & Professional Fees	2,300.00

CASA of Central Texas, Inc.

Insurance Benefits	-
Directors & Officers	3,680.00
Liability & Fidelity	10,925.00
Membership & Subscriptions	11,500.00
Postage	5,750.00
Printing/Promotions	4,025.00
Telephone/Internet	17,250.00
Utilities	10,925.00
Building Maintenance	17,250.00
Endowment Fees	1,150.00
Reserve	
TOTAL EXPENSE	1,900,152.64

CASA OF CENTRAL TEXAS, INC.

FINANCIAL STATEMENTS AND
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED JUNE 30, 2019

CASA OF CENTRAL TEXAS, INC.

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Independent Auditor's Report

To the Board of Directors of
CASA of Central Texas, Inc.

I have audited the accompanying financial statements of CASA of Central Texas, Inc. (not-for-profit organization), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of CASA of Central Texas, Inc. as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Linda J. Gandy, CPA

San Marcos, Texas
December 6, 2019

CASA OF CENTRAL TEXAS, INC.
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2019

Assets	
Current assets	
Cash and cash equivalents	\$ 1,066,278
Receivables	660,852
Total current assets	<u>1,727,130</u>
Property and equipment	
Building and land	737,078
Construction in progress	280,794
Furniture and equipment	132,797
Accumulated depreciation	<u>(331,222)</u>
Total property and equipment	<u>819,447</u>
Other assets	1,620
Total assets	<u><u>\$ 2,548,197</u></u>
Liabilities and net assets	
Current liabilities	
Payroll liabilities	<u>\$ 100</u>
Total current liabilities	<u>100</u>
Net assets	
Without Donor restrictions	1,643,505
With Donor restrictions	<u>904,592</u>
Total net assets	<u>2,548,097</u>
Total liabilities and net assets	<u><u>\$ 2,548,197</u></u>

The accompanying notes are an integral part of these financial statements.

CASA OF CENTRAL TEXAS
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2019

	Without Donor Restrictions	With Donor Restrictions	Total
Support and revenue			
Grants	\$ 160,385	\$ 525,330	\$ 685,715
Contributions	519,533	15,000	534,533
Capital campaign	-	182,810	182,810
In-kind donations	364,180	-	364,180
Fundraising	200,019	-	200,019
Other income	14,597	-	14,597
Unrealized gain/(loss)	-	1,546	1,546
Interest income	1,138	1,585	2,723
Total support and revenue	<u>1,259,852</u>	<u>726,271</u>	<u>1,986,123</u>
Satisfaction of donor restrictions	1,157,102	(1,157,102)	-
Total support and revenue	<u>2,416,954</u>	<u>(430,831)</u>	<u>1,986,123</u>
Expenses			
Program services	1,319,847	-	1,319,847
Supporting services			
Management and general	166,351	-	166,351
Fundraising	99,168	-	99,168
Total expenses	<u>1,585,366</u>	<u>-</u>	<u>1,585,366</u>
Change in net assets	831,588	(430,831)	400,757
Net assets at beginning of year	811,917	1,335,423	2,147,340
Net assets at end of year	<u>\$ 1,643,505</u>	<u>\$ 904,592</u>	<u>\$ 2,548,097</u>

The accompanying notes are an integral part of these financial statements.

CASA OF CENTRAL TEXAS, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2019

	CASA of Central Texas	Supporting Services		Total Supporting Services	Total Expenses
		Management and General	Fundraising		
Payroll expenses	\$ 800,312	\$ 94,154	\$ 47,077	\$ 141,231	\$ 941,543
Health insurance	56,801	6,683	3,341	10,024	66,825
Pension	32,088	3,775	1,888	5,663	37,751
In-kind expenses	264,068	-	-	-	264,068
Capital campaign	323	-	-	-	323
Travel	36,772	-	-	-	36,772
Depreciation expense	12,675	12,675	-	12,675	25,350
Fundraising	-	-	46,862	46,862	46,862
Equipment	34,150	-	-	-	34,150
Conferences/meetings	1,516	-	-	-	1,516
Communications	14,131	-	-	-	14,131
Building maintenance	6,858	6,858	-	6,858	13,716
Insurance	-	12,917	-	12,917	12,917
Advocate recognition	10,570	-	-	-	10,570
Office expenses	-	15,635	-	15,635	15,635
Legal and professional	20,948	-	-	-	20,948
Advertising and recruiting	5,834	-	-	-	5,834
Memberships	8,563	-	-	-	8,563
Contract services	10,764	-	-	-	10,764
Training	2,467	-	-	-	2,467
Utilities	-	6,014	-	6,014	6,014
Children special needs	1,007	-	-	-	1,007
Fees	-	4,780	-	4,780	4,780
Postage	-	2,860	-	2,860	2,860
	<u>\$ 1,319,847</u>	<u>\$ 166,351</u>	<u>\$ 99,168</u>	<u>\$ 265,519</u>	<u>\$ 1,585,366</u>

The accompanying notes are an integral part of these financial statements.

CASA OF CENTRAL TEXAS, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2019

Cash flows from operating activities	
Change in net assets	\$ 400,757
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:	
Depreciation	25,350
Change in prepaids	250
Change in receivables	29,891
Change in liabilities	<u>(13,694)</u>
Net cash provided by operating activities	<u>442,554</u>
Cash flow from investing activities	
Investment in capital assets	<u>(290,196)</u>
Net cash (used) by investing activities	<u>(290,196)</u>
Net change in cash and cash equivalents	152,358
Cash and cash equivalents, beginning of year	<u>913,920</u>
Cash and cash equivalents, end of year	<u>\$ 1,066,278</u>

Supplementary information	
Interest paid	\$ -
Income taxes paid	\$ -

The accompanying notes are an integral part of these financial statements.

CASA OF CENTRAL TEXAS, INC.
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

CASA of Central Texas, Inc. (CASA), a member of the National Court Appointed Special Advocate Association and Texas CASA, is a nonprofit corporation whose mission is to advocate for abused and neglected children in the court system by recruiting, training, and supporting community volunteers. CASA is funded by federal/state grants, fundraisers, community donations and volunteer hours from trained advocates.

In prior years, the financial statement presentation included CASA Wing Society. CASA Wing Society, established in fiscal year 2009, was an affiliate nonprofit of CASA of Central Texas, Inc. and operated under the CASA's nonprofit tax identification number. However, in August 2018, Wing Society was dissolved and the remaining funds were transferred into CASA of Central Texas, Inc.'s general operating account to be used for advocate appreciation costs.

Basis of presentation

The financial statements of CASA of Central Texas, Inc. have been prepared in accordance with U.S. generally accepted accounting principles (U.S. GAAP), which require the organization to report information regarding its financial position and activities to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. These net assets may be used at the discretion of CASA of Central Texas, Inc.'s management and the board of directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors, and grantors. Some donors' restrictions are temporary in nature; those restrictions will be met by actions of CASA of Central Texas, Inc. or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities.

Cash and cash equivalents

For purposes of the statements of cash flows, the organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. As of June 30, 2019, the organization's cash and cash equivalents totaled \$1,066,278. Cash and cash equivalents balances exceeded federally insured amounts by \$595,065 as of June 30, 2019.

CASA OF CENTRAL TEXAS, INC.
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-CONTINUED

Fair Value Measurements

The organization reports its fair value measures using a three-level hierarchy that prioritizes the inputs used to measure fair value. The hierarchy, established by GAAP, requires that entities maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The three levels of inputs used to measure fair value are as follows:

- Level 1 Inputs that are quoted prices in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date.
- Level 2 Inputs other than quoted prices included in level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 Inputs that are unobservable for the asset or liability.

A financial instrument's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

The carrying amount of cash and cash equivalents, prepaids, accounts payables and accrued expenses approximates fair market value due to the short-term maturities of these investments.

Accounting for Contributions

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Contributed property and equipment are recorded at fair value at the date of donation. Contributions with donor-imposed stipulations regarding how long the contributed assets must be used are recorded as net assets with donor restrictions; otherwise, the contributions are recorded as net assets without donor restrictions.

CASA OF CENTRAL TEXAS, INC.
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-CONTINUED

Gifts Received for Specific Beneficiaries

As required by ASC 958-605-25, when acting as an agent, the organization does not recognize gifts as revenues if the gifts are designated for specific beneficiaries unless the donor specifies variance power with the gift.

Expense Recognition and Allocation

The cost of providing the organization's programs and other activities is summarized on a functional basis in the statement of activities and statement of functional expenses. Expenses that can be identified with a specific program or support service are charged directly to that program or support service. Costs common to multiple functions have been allocated among the various functions benefited.

General and administrative expenses include those costs that are not directly identifiable with any specific program, but which provide for the overall support and direction of the organization.

Fundraising costs are expenses as incurred, even though they may result in contributions received in future years. The organization generally does not conduct its fundraising activities in conjunction with its other activities. In the few cases in which it does, such as when the annual report or donor acknowledgements contain requests for contributions, joint costs have been allocated between fundraising and management and general expenses in accordance with standards for accounting for costs of activities that include fundraising. Additionally, advertising costs are expensed as incurred.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues and expenses during the reporting period and the reported amounts of assets and liabilities at the date of the financial statements. On an ongoing basis, the organization's management evaluates the estimates and assumptions based upon historical experience and various other factors and circumstances. The organization's management believes that the estimates and assumptions are reasonable in the circumstances; however, the actual results could differ from those estimates.

Tax Status

The organization is incorporated exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code (IRC), though it would be subject to tax on income unrelated to its exempt purposes. The tax year is still open to audit for both federal and state purposes.

CASA OF CENTRAL TEXAS, INC.
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2019

NOTE A - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-CONTINUED

New Accounting Pronouncement

In 2016, FASB issued ASU 2016-14, *Not-for-Profit Entities-Presentation of Financial Statements of Not-for-Profit Entities*. The update addresses the complexity and understandability of net asset classification. CASA of Central Texas, Inc. has adjusted the presentation of these statements accordingly.

NOTE B - GRANT RECEIVABLES

Grant receivables consisted of the following at June 30, 2019:

UW of Comal Co.	\$ 35,000
CVC	20,622
OVAG	7,544
Other	12,670
	<u>\$ 75,836</u>

NOTE C - PLEDGE RECEIVABLES

Pledge receivables are unconditional promises to give that are recognized as contribution when the promise is received. Pledge receivables are recorded at fair value at the date of promise. As of June 30, 2019, pledge receivables were \$585,017. Management has not recorded allowances for un-collectibles based on historical collections that pledges will be collected.

NOTE D - IN KIND DONATIONS

Community volunteer advocates donate time and mileage in their work as court appointed advocates. For the year ended June 30, 2019, recorded value of in-kind donations included the following:

Volunteer hours	\$ 170,133
Mileage	10,517
Donations (goods and services)	61,218
Capital campaign- construction costs	100,112
Rent and utilities	22,200
	<u>\$ 364,180</u>

CASA OF CENTRAL TEXAS, INC.
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2019

NOTE E - PENSION PLAN

CASA of Central Texas participates in a pension plan that is available to all employees after their initial 90-day training period. CASA contributes 5% of gross wages each pay period to the plan and employees can contribute through payroll deductions. CASA's contributions for the year ended June 30, 2019 totaled \$37,751.

NOTE F - DONOR RESTRICTED NET ASSETS

Donor restricted net assets consisted of \$904,592 as of June 30, 2019:

Capital campaign funds	\$845,065
NBACF Endowment fund	\$ 59,527

NOTE G – LIQUIDITY AND AVAILABILITY OF FINANCIAL RESOURCES

The following reflects the organization's financial assets as of the financial position date, reduced by amounts not available for general use because of donor-stipulated restrictions.

	2019
Cash and cash equivalents	\$ 1,066,278
Grants receivable	660,852
Total financial assets	<u>1,727,130</u>
Donor restrictions	<u>904,592</u>
Financial assets available to meet cash needs for expenditures within one year	<u>\$ 822,538</u>

The organization's primary sources of cash flows during the year are related to contributions and grant awards from various individuals, foundations and agencies. These revenue sources provide a consistent inflow of cash throughout the year.

NOTE H - SUBSEQUENT EVENTS

Subsequent events have been evaluated through December 6, 2019, which is the date the financial statements were available to be issued. Events occurring after that date have not been evaluated to determine whether a change in the financial statements would be required. CASA of Central Texas, Inc. is not aware of any material subsequent events.

CASA OF CENTRAL TEXAS, INC.
SCHEDULE OF CVC/OAG FUNDS
FOR THE YEAR ENDED JUNE 30, 2019

<u>Grantor/ Program Title</u>	<u>Program or Award Amount</u>	<u>Accrued or [Deferred] Revenue at 7/1/2018</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Accrued or [Deferred] Revenue at 6/30/2019</u>
CVC					
2017-2018					
CVC-17-58	228,313	38,828	74,664	35,836	-
CVC-2019-70					
	<u>243,644</u>	<u>-</u>	<u>186,254</u>	<u>206,876</u>	<u>20,622</u>
Totals		<u>\$ 38,828</u>	<u>\$ 260,918</u>	<u>\$ 242,712</u>	<u>\$ 20,622</u>

CASA OF CENTRAL TEXAS, INC.
SCHEDULE OF VOCA FUNDS
FOR THE YEAR ENDED JUNE 30, 2019

<u>Grantor/ Program Title</u>	<u>Program or Award Amount</u>	<u>Accrued or [Deferred] Revenue at 7/1/2018</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Accrued or [Deferred] Revenue at 6/30/2019</u>
VOCA					
2017/2018 Programs 13548-18	214,540	32,986	62,796	29,810	-
2018/2019 Programs 13548-18	<u>223,972</u>	<u>-</u>	<u>135,223</u>	<u>135,223</u>	<u>-</u>
Totals		<u>\$ 32,986</u>	<u>\$ 198,019</u>	<u>\$ 165,033</u>	<u>\$ -</u>

CASA OF CENTRAL TEXAS, INC.
 SCHEDULE OF OVAG FUNDS
 FOR THE YEAR ENDED JUNE 30, 2019

Grantor/ Program Title	Program or Award Amount	Accrued or [Deferred] Revenue at 7/1/2018	Receipts	Disbursements	Accrued or [Deferred] Revenue at 6/30/2019
OVAG					
2017/2018 Programs	42,000	7,165	13,260	6,095	-
OVAG 1768159					
2018/2019 Programs					
OVAG 1986140	42,000	-	31,827	39,371	7,544
Totals		\$ 7,165	\$ 45,087	\$ 45,466	\$ 7,544

CASA OF CENTRAL TEXAS, INC.
 SCHEDULE OF COSM-CDBG FUNDS
 FOR THE YEAR ENDED JUNE 30, 2019

Grantor/ Program Title	Program or Award Amount	Accrued or [Deferred] Revenue at 7/1/2018	Receipts	Disbursements	Accrued or [Deferred] Revenue at 6/30/2019
City of San Marcos-CDBG 2018/2019	15,000	-	15,000	15,000	-

CASA of Central Texas, Inc.

By-Laws, Article XII I- General Provisions

13.05 Nondiscriminatory Practices

The Corporation, its Directors, Officers and employees shall not discriminate against any individual or group of individuals on the basis of age, gender, sexual orientation, race, ethnicity, nationality, disability or religion.