

MTRC's Annual Report for 2004

ANNUAL REPORT TO SPONSORS

October 23, 2004

The following is a report on the status of MTRC, Inc. from the Board of Directors as of October 1, 2004.

The Audit of MTRC's financial records as of June 30, 2004 are in the process of final completion by Walpert & Wolpoff, LLP. Their preliminary audit found "the financial position of MTRC as of June 30, 2004, and the results of its operations and changes in fund balances for the year then ended, in conformity with generally accepted accounting principles." MTRC's investments are managed by Deutsche Bank Alex Brown. Operating funds are obtained from the investment income and from undesignated donations. The MTRC Investment Policy's goal of a 7-8% return was achieved.



Marilyn Folus receives the Annual Service Provider's Award

Luanne Frebertshauser, RN, LSW A, MS, continues to work under a contractual arrangement as a consultant for MTRC. Three Case Managers, Linda Heinsohn, Sandy Yingling, and Marilyn Folus, provide services to the active clients and perform case management for the Supplemental Service contracts. Beverly Rill continues as the Director of Administration.

The MTRC membership totals 284 as of October 1, 2004. Of this number, 231 are vested (have completed their membership payment), 9 are part of the Original Trust which provided payment of the membership fee through a Will provision and 43 are receiving active services due to the death of their sponsors. The deaths of 4 clients have been reported to MTRC since October 2003. Two applications for membership have

been approved.

The active clients are in the process of being visited by either a volunteer or one of the MTRC Case Managers. Written assessments are sent to the closest relative, trustee, or guardian for their review and follow up instructions. The Shrine of the Sacred Heart in Baltimore once again donated holiday presents which were either mailed or hand delivered to the active clients.

MTRC continues to offer educational information to its families regarding care plans, estate planning, financial planning, and resources to contact for services. Visits, attendance at planning meetings, and concentrated services performed by the MTRC professionals are billed on a fee for service basis through the Supplemental Services program.

Board committees include the Volunteer, Finance, and Member Review Committees. The Committees have diligently worked this year to secure MTRC's future. The committees continue

to look for grants and funding for special projects. This past year a grant was received from the Citigroup Foundation to distribute educational material in the state of Maryland. A mailing was completed in June of this year to over 800 families and professionals in Maryland. The mailing included literature about the MTRC program and other resources. The Board is very pleased with the response for additional information about MTRC and/or referrals to other agencies for assistance.

MTRC has become a 501(c)3 non-profit corporation, with the new name of Maryland Trust for Retarded Citizens, Inc. The MTRC Board of Trustees was officially dissolved at a meeting on November 25, 2003, at which time the new Board of Directors for MTRC, Inc. met to officially transfer all assets to the corporation. A letter was sent at the beginning of 2004 to the MTRC families explaining that while our advocacy program would not change, the IRS would now require that we serve the broader public good in order to keep our tax exempt status. MTRC is required to offer public service to the community at large, as well as to the MTRC families, in the form of educational material, and to broaden our sources of financial support.

Kim Knapp updated the MTRC web site in the spring of 2004. The site is now easier to access for people with disabilities. New literature, the name change, and current newsletters have been added. The Board is in the process of adding related links and requesting our web site be included as a link at other sites. The web site is located at <http://www.netcom.com/~mtrc/>.

GOVERNANCE

The MTRC program continues to be governed by a volunteer Board of Directors. Directors serving during the Fiscal Year 2004 included: Marsha S. Carow, President; Jeffrey Dahlka, Sr., Treasurer; Kim Knapp, Secretary; Louise Michaux Gonzales, Esquire; Joan Kolobielski; Colleen Sinclair Prosser, Esquire; Dean Hoffman; James A. Kushel; and William D. Ward.

There are presently nine Directors on the board serving staggered three-year terms. Louise Michaux Gonzales, Esquire, has resigned from the Board. Victoria L. Grace, Esquire, was elected for a 3-year term beginning July 1, 2004. Officers elected to lead the MTRC board effective July 1, 2004 are: Marsha S. Carow, President; Jeffrey Dahlka, Sr., Treasurer; and Kim Knapp, Secretary.

The Directors constantly search for individuals from different professions who are willing to serve on the board or act as support for the various board committees.

Respectfully submitted,

***Marsha S. Carow, LCSW-C
President, FY 2004***



***Keynote speakers regarding Guardianship:
Mindy Morell, Dean Hoffman & Joan Kolobielski***