

**Minutes of the Monday, January 7, 2013
West Midland Family Center Board of Directors Meeting**

Board Members: J. Anthony, S. Bowen, B. Dollard, E.J. Herst, A. Pankratz,
A. Peters, A. Schmitz, W. Traschen, J. Weiler

Excused: L. Crego, G. Dauer

Advisors: B. Dostal, C. Coons

Staff: G. Dorrien, D. DeMott, Jason Green

Herst called the meeting to order at 7:03 P.M. with Coons reading the Mission Statement.

Herst called for Public Comments.

Motion to nominate Wendy Traschen to fill the unexpired one year term of Myra Dean.
Bowen / Dollard
Motion Passed.

Wendy is the owner of *Bolger & Battle* and *Whine* in Midland. Wendy has lived in Midland since she was in the second grade. She is very involved in the community and believes when you have a small business you need to give back to the community. *Bolger & Battle* loves to do Marketing Communications and is hoping in getting to know West Midland Family Center better so she can really make a difference.

Motion to approve the Minutes of the November 5, 2012 Board Meeting
Weiler / Anthony
Motion Passed.

Executive Committee – E.J. Herst, Chair

Did not need to meet.

Staff Report: J. Green, CFO

Jason Green has been CFO at West Midland Family Center for 8 years. He has lived in Midland for about 15 years. Jason's first position in Midland was at the Center for the Arts. Jason started at WMFC as a volunteer before being hired to fill 2 full time positions.

Jason handles all the financial work he, oversees the payables, receivables, general ledger financials and the financial portion of Grants. Jason also works with MMI to oversee the computer network and maintains the computer lab.

Jason is one great bargain shopper saving us money wherever he can. This is not limited to West Midland Family Center he also does it for the staff if they are looking for an item.

Jason is happy at WMFC as it is family oriented and has great flexibility. This attitude is true for the community as well as the staff.

Jason has 3 children and spends lots of time with them including coaching the J.V. Soccer Team at Calvary Baptist Academy and traveling with the basketball team.

With all the issues his family has faced this year he is thankful for the support of the Board, Staff, Auditors, Families and his various counterparts other organizations we work with. It has helped him realize even more what a wonderful “family” we have here as a work place.

By-Laws / Nominating Sub-Committee – T. Misner, Chair

Bowen reported for Misner on the Slate of Officers.

Motion to elect the Slate of Officers as follows:

E.J. Herst, President
Joell Anthony, Vice-President
Benjamin Dollard, Treasurer
Lynsey Crego, Secretary

Bowen/Peters

Motion accepted.

Fundraising Sub-Committee – S. Bowen, Chair

Bowen reported that the year-end letter went out. The response was really amazing, a 31.6% response rate. Donations are down a little and it is due to one donation from a great donor that only gives every other year or so.

The breakdown is:

302 gifts from individuals
15 churches and businesses
5 foundations

322 gifts, which represents \$80,361.00

WMFC mailed 109 fewer requests this year. The average donation in 2011 was \$191.00 and in 2012 it was \$233.00.

The Committee is still working on the Giving Society. We will be able to move forward once the database is up and running. We will be able to identify cumulative giving of \$500.00 and up for one year or more. There will also be a card sent out to receive permission to list them on the Giving Society list in the April Family Focus.

The Committee is looking to resend the Legacy Society Brochures to resupply those offices that have them.

Herst informed the Board that he will send a copy of 2012 goals that all of the Committee chairs submitted and at the next meeting the Board will do a 2012 year in review. Also, he asks the Committee chairs for their 2013 goals.

Investment Committee – B. Dollard, Chair

Dollard reported that Azimuth attended the Committee meeting in December. Their report was status quo. The endowment fund is doing well. Azimuth is very consistent in their high quality strategy.

Accounting / Budget Committee – C. Coons, Chair

Coons reported that the financials are predicting that we will break even by the end of the year, which is the goal every year.

Dow COP Committee - B. Dollard/G. Dorrien Committee Members

Dollard reported that the COP Holiday Christmas Dinner for the families, students and Board was well attended.

Ralph Griffith, the interim leader of the Committee has set up a meeting schedule for the entire year.

Activities Committee – G. Dorrien, Committee Member

Dorrien reported on the success of the *Thanks for Giving* event. The Awards were presented and the event was well attended.

The Activities Committee needs a chair person.

Facilities Committee – E.J. Herst, Committee Member

Did not need to meet.

Human Resources Committee A. Schmitz, Committee Member

Schmitz reported they have met and approved raises and bonuses for the year.

Schmidt and Dorrien are looking at the Health Care reform and how it applies to WMFC.

Communications Committee – G. Dorrien, Chair

Dorrien reported the *Thanks for Giving* invite, donor information letter and donation request letters were all sent on schedule with only two negative comments and dozens of positive comments (and hundreds of checks!)

Auxiliary Committee – G. Dorrien, Committee Member

Dorrien reported Bingo is going strong.

Strategic Planning Committee – J. Anthony, Chair

Anthony reported they met prior to the January Board meeting and had an open discussion about the direction the WMFC will take in the Community.

Executive Director's Report - G. Dorrien

Dorrien commented on the news articles that were included in the packet.

See Executive Director's goals and outcomes that were included with the packet.

We have taken the Childcare back from KinderKare and have hired the KinderKare staff.

Board member, advisor, and staff comments:

Dostal informed the Board and Advisors of the death of Jim Burlingame. He will be missed.

Win Zacharias is at Bickford Cottage and in Hospice care. Please say a prayer for him.

Motion to Adjourn Dollard / Peters Meeting adjourned at 8:13 pm by Herst.

The next meeting is scheduled for **Monday, March 4, 2013** at 7:00 pm. at the West Midland Family Center.

Respectfully submitted,
Diane DeMott