

**Minutes of the Monday, March 4, 2013 Non-Quorum
West Midland Family Center Board of Directors Meeting**

Board Members: L. Crego, G. Dauer, E.J. Herst, A. Schmitz, J. Weiler

Excused: J. Anthony, S. Bowen, B. Dollard, A. Peters, A. Pankratz, W. Traschen

Advisors: B. Schmidt

Staff: G. Dorrien, D. DeMott, R. Young

No call to order...

Herst called for Public Comments. None

Motion to approve the Minutes of the January 4, 2013 Board Meeting

If you have any changes to the Board minutes please sent to Dedi DeMott at demottd@wmfc.org

Staff Report: Renee Young, Family Services Director

Renee started out as a volunteer at West Midland Family Center. She then worked the Summer Program. When Strong Families/Safe Children funding became available it gave WMFC an opportunity to hire a full time staff person and Renee was asked to join WMFC.

Family Services has hired another person. Gabby Hamilton did her internship at WMFC while she was getting her degree. She has also worked some of our programs part time while in school. Gabby started full time in January 2013.

In February WMFC family services held a Valentine's Dinner and Dance. This provided the parents with a time just for themselves to help build their relationships. WMFC partnered with a women's group out of Saginaw who helped fund and run the event. 25 couples had the opportunity to come and have a restaurant style experience. Menu choices were Prime Rib or Chicken Cordon Bleu. There was a photographer to take professional photos and a D.J. also volunteered his time. Their children were in another part of the Center doing activities which included making a picture frame for the parent's picture from the evening.

April 15th there will be another event. The target families are preschool parents, After School Parents and Childcare parents. As long as we can partner to help with the expense and work it will benefit everyone. The Photographer and D.J. have volunteered their time for the April event already.

We have a new partnership with 16/10 House. They have received a grant to work with families that have recovering addicts from alcohol and prescription drugs. The 10/16 House approached WMFC because of our great relationship with families and a great facility. We have a program on Thursday nights that will run for 14 weeks. 7 adults and 17 children are enrolled for the program. The program starts with dinner then each group has their own area. The last half hour they all come back together again and practice what they have learned. It is difficult to get the families involved because of the negative connotation. We need a new way to market this program. It is really all about Healthy Living. The second session will probably be next fall. It is a very successful partnership and the families that are attending are happy and enjoying it.

Monday we have a parent support groups and a Dad's group. "Dads to Dads" is about how to be a better Dad and how to be more involved in your children's lives along with healthy relationships with your

significant other. There is a group that focused on nutrition for preschool age children and their families that is very hands on. They actually cook during group time. There is also a craft group for Mom's based on Pinterest.

Two weeks ago WMFC started a group on Conscious Discipline. This is a parenting group on how to work with children who are having problems at home. This model on Conscious Discipline is one we use here at WMFC. The Preschool staff have all had this training and we do a condensed version for Summer Program Staff.

On Fridays there is a play group open for parents of 5 year-old and younger children to come and so activities together.

We are still doing Strong Families referrals that are strictly intervention in the home. Of these families only about 20% attend programming here at WMFC because of specific needs of those families. There are forty families under this grant.

Families are looking forward to this summer and have already made reservations for Camp Neyati.

Executive Committee – E.J. Herst, Chair

Did not meet,

E.J. Herst

Goals for 2012:

- In the first quarter complete job performance review of the Executive Director. (Yes, accomplished.)
- Take time to review some of the Vision Elements. (No, but initiated Strategy Committee)
- Goals are to pull together some long term expense and capital budget items to make sure we are looking into the future.
- Also interested in the green initiative and renewable sources and continue to work with Greg Janoch and our opportunities to lower our utility expense and be green.

Goals for 2013:

- Facility Committee did a budget. Will be looking at a five-year and potentially a ten-year plan.
- Want to follow up with Greg Janoch to discuss how to make WMFC greener.

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

Did not need to meet.

Fundraising Sub-Committee – S. Bowen, Chair

2012 Fundraising Goals

Goal: to continue our sub-committee's efforts to establish a Cumulative Giving Society.

Outcome: Efforts continued during 2012 toward this goal. Completing the conversion to a database is key in this effort.

2013 Fundraising Goals

- Complete the conversion to a new database before the annual appeal is mailed in late fall.
- Complete plans for and implementation of a Cumulative Giving Society and publish the results in the spring Family Focus, including donor testimonials.

- At the March 4, 2013 Board meeting, seek approval to name the Cumulative Giving Society in memory of Win Zacharias.
 - Win's Accomplishments
 - Contribution side
 - Legacy Society Support
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- Re-send the Legacy Brochure to our list of professionals in March 2013.
- By the September Board meeting, have the Board identify their friends on the database in preparation for signing the appeal letters.
- Continue the donor thank-you event.

Next Fundraising meeting Wednesday, March 20, 2013 at the United Way Building.

Strategy Committee – J. Anthony, Chair

Herst reported the committee did not meet. There was a good discussion that the team felt they needed to meet more often because there is plenty to discuss.

Investment Committee – B. Dollard, Chair

Did not meet.

2012 Investment Goals:

- Things the committee could do better in 2012 are to review the investment policies to see they meet the needs of West Midland Family Center.
- Though the committee is tenured they would like to get a new member and their eyes & ears onto the committee.
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2013 Investment Goals

The Committee had an abundance of overlap between Accounting/Budget and Investment, which is either good or bad depending on what the goals are.

- Should the Investment Committee be comprised of the same people as the Account/Budget Committee? What are the pros and cons and the status quo verses change.
- Ask the Investment Manager to take a step back and analyze our portfolio from a risk reward perspective. What is the opinion of the present investment manager with regards to the risk that WMFC Endowment Fund is taking.

Accounting / Budget Committee – C. Coons, Chair

Information not available at this time.

Dorrien passed a handout from Jason with a few changes.

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

Dorrien reported about the sled trip six COP students, 4 males and 2 females, went on. They went to Canada for this trip. The students were physically and mentally pushed for 2 ½ days. Rory described the trip in one word, "Humbling". Regardless of their fatigue, cold temps and their desire for warmth and comfort the students never gave up and never complained. The professional guide commented that they never had a group of people that didn't complain about the cold and being hungry.

Dow COP received a \$1,000 grant through Community Gives Foundation. Our students need to do fifty hours of volunteer work, which they will do at the Arnold Center painting for them.

There is a pilot program that is a writing workshop that starts March 9th. There will be 2 – three week sessions in March and April. The first session is going to focus on the difference between high school and college level writing using scholarship applications and essays as the means to apply the differences. The second session is going to focus on elements of College level research papers. This is something the students have to do to stay in good standing in the Dow COP program.

B. Dollard is volunteering with some students for the “Kids Against Hunger Event”.

Activities Committee – G. Dauer, Chair

Did not need to meet.

Facilities Committee – E.J. Herst, Committee Member

Did not need to meet.

Human Resources Committee A. Schmitz, Chair

Schmitz reported that Human Resources Committee accomplished all of the 2012 Goals.

2013 HR Goals:

- Support Greg throughout the year with any HR issues that come up.
- Provide support to WMFC regarding Affordable Care Act to see if there is a need to comply.
- Annual process to determine annual staff bonus payout support.
- Attend at least one event at WMFC.
- Conduct basic level evaluations of current HR policies.

Communications Committee – W. Traschen, Chair

Did not meet.

Auxiliary Committee – G. Dauer, Committee Member

Dauer reported the largest crowd last Saturday for the last two years with 74 people.

Bingo had a new volunteer to learn how to call, she did well.

Executive Director’s Report - G. Dorrien

Overall things are going well. We have a very challenging year ahead of us from a budgetary standpoint, but we’ll make it work somehow as we always do. I’ve included reports from many key staff members this time, so I’m not summarizing as I usually do. Below is the two-month list of activities the Board has requested several times of the years!

March and April Activities

March Daily Activities

Preschool , Monday – Thursday, 8:30am – 3:30pm (best viewing in the morning)
Greendale Happy Diners, Monday – Friday 11:00am – 1:00pm
Afterschool Program, Monday – Thursday 3:00pm – 5:30pm

Weekly or monthly

Commodities on Tuesday the 5th from 1:00 pm-2:00 pm
Boy Scouts on Wednesday the 6th from 6:30 pm-9:00 pm and Wednesday the 20th from 7-9

COP has a writing Class on Saturday's the 9th, 16th, 23rd from 9-1.

Greendale Seniors, St. Patrick's Day on Thursday the 14th, Spring Break on Wednesday the 20th,
and Easter Dinner on Wednesday the 27th.

Basketball League on Tuesday the 5th, 12th and 19th, games start at 6:30 pm.

Family Nights, Monday's from 5:45-7:30 pm.

Thursday night Families in recovery (not observable)

Martial Arts, Tuesdays, 6-8 pm and Special testing on Saturday the 9th from 9-5.

Playgroups Fridays from 10-11:30 am

Free Youth Batting Cage, Saturdays from 1:00-2:15 for softball and 2:30-4 for Baseball.

Conscious Discipline, Wednesdays from 9:00-11:00 am.

April (so far)

Preschool , Monday – Thursday, 8:30am – 3:30pm (Best viewing in the morning)

Greendale Happy Diners, Monday – Friday 11:00am – 1:00pm

Afterschool Program, Monday – Thursday 3:00pm – 5:30pm

Weekly or Monthly

Commodities on Tuesday the 2nd from 1:00 pm-2:00 pm

Boy Scouts on Wednesday the 10th from 6:30 pm-9:00 pm / Wednesday the 24th from 7-9 pm.

COP has a writing Class on Saturday's the 13th, 20th, 27th from 9-1.

Martial Arts, Tuesdays, 6-8 pm.

Pre School Parent Night, Monday the 29th.

Family Nights, Mondays 6:00pm – 8:00pm

Special Family Date night Monday April 15 6:00pm -8:00pm

Thursday Night Families in Recovery (not observable)

Just like when you go to the car wash they recommend a type of wash, I'll recommend one different program each month (Bold and italic), but you could go to any of these unless otherwise noted.

Also see reports from Gail Crosby, Susan Love, Renee Young, Renee Allen, Trixie Onstott, and Stacey Urbani that were distributed with the Board Packet.

Board member, advisor, and staff comments:

None

No need for motion to Adjourn

The next meeting is scheduled for **Monday, May 6, 2013** at 7:00 pm. at the West Midland Family Center.

Respectfully submitted,
Diane DeMott