

**Minutes of the Tuesday, January 7, 2020
West Midland Family Center Board of Directors Meeting**

Board Members: **B. Dollard, B. Alba, M. Metcalf, B. Bowen, J. Buchanan,**

 A. McGinnis, T. Screws, W. Mayton

Excused: J. Traschen

Advisors: J. Weiler, T. Misner, C. Coons, B. Schmidt, B. Dostal, S. Bowen,

 A. Schmitz, E.J. Herst, J. Lauderbach, **C. Allemang**, D. Parrillo

Staff: **G. Dorrien, M. Finney, S. Love, J. Green**

T. Screws will serve as Secretary for this meeting.

Dollard called the meeting to order at 5:58 P.M. with A. McGinnis reading the Mission Statement.

Dollard called for Public Comments – No public present

Upcoming WMFC Events:

- Surplus Food Distribution Thursday, January 9, 2020 8:30-11:00 am
 - Will be offering a food distribution once a month for 2020.
- Preschool Date Night – Thursday, January 16th 5:30pm
- Family Recreation Night – Saturday, January 25th 4:00pm – 6:00pm
- COP Olympics of the Mind – Saturday, February 8th 10:00am – 12:30pm
- Family Recreation Night – Saturday, February 29th 4:00pm – 6:00pm

Staff Report: Allie Liquia, Family Services

Motion to approve the Minutes of the November 5, 2019 Board Meeting:

- Motion J. Buchanan / 2nd B. Bowen / Approved - Unanimous

Investments – D. Parrillo, Chair

- Did not meet
- B. Dollard will talk D. Parrillo about still serving on the investment committee.
- The endowment fund has done wonderful this year, the investments have really paid off. This fund has grown incredibly since its conception of \$50,000 years ago.

Accounting / Budget Committee –B. Alba, Chair

- Did not meet
- J. Green reviewed the Financial Statements with the board – we are in great shape ending 2019, there will be a surplus transferred over to start 2020.

Dow COP Committee – B. Bowen/G. Dorrien Committee Members

- Still has 11 of the 15 students that started their application/trial process with COP interested in becoming a COP member. The selection process will happen Thursday, January 9th on who will be accepted into the program, this is an extraordinary group – it will be a hard selection.

Facilities Committee – B. Bowen, J. Green Committee Members

- We have not spent much on repairs this year, with the expansion the year before we took care of any needs we had for the building.
- The maintenance staff has been doing a lot of preventative maintenance and keeping ahead of any repairs that would be needed.
- The Consumers bill has been down each month this year, we have things not running when the building is not in use.
- Midland Area Community Foundation has asked us to make another request for the solar project next year, they will be restructuring their grant requests for energy projects only. They did not feel it was right to have the energy requests compete against requests that are family or community grants.

Human Resources Committee – A. McGinnis, Committee Member

- Approved the lump sum salary adjustments and raises for staff over the last couple of months – many very appreciative staff came to Greg and Jason to say thank you.
- Last year (2018) we did look into the Michigan non-profit salary survey and compared what we were paying our staff, we feel we are where we should be with staff pay rates for non-profits.

Communications Committee – J. Traschen, Chair

- The Family Focus, year-end letter and letters to Midland Daily News have gone out in the last couple of months letting the community know what we have been doing.
- B & B helped design the Cathy Ring memorial plaques that are in each preschool classroom. The memorial has purchased a book shelf, books, seating and more. Money has also gone into the endowment fund to continue buying books for the children for years to come.

Auxiliary Committee – G. Dorrien, Ex. Director

- Bingo has been doing well, they have been making money and a steady group of players and volunteers.

Executive Committee – B. Dollard, Chair

- Did not meet

Fundraising Sub-Committee – J. Buchanan, Chair

- Did not meet
- J. Buchanan has been submitting Community Connection articles for us (via written by S. Love), this has been a great way to get WMFC's name out there and what we are doing.

By-Laws – M. Metcalf

- Did not meet

Nominating Sub-Committee - J. Buchanan

- We still need two more board members for this year.
 - Christian Allemang should be considered, he has attended the last few meetings – Christian will make a decision and get back with us.
 - A. McGinnis would like to have J. Buchanan contact Gina Wilson for consideration.
 - Dennis Tomko, BC Assistant Principal has also been a suggestion.

Executive Director's Report - G. Dorrien

- 2019 has been a great year for WMFC, looking forward to 2020 and all the growth for staff and the community.
- A fellow Kiwanis club member was talking to me about a family member of theirs that was telling him about how they like that WMFC only sends a fundraising request once a year and the personal notes they receive in the request and the thank you.

Board member, advisor, and staff comments:

- B. Bowen questioned if we should take anything into consideration with changes to the Affordable Care Act?
 - G. Dorrien felt that most in this community will not feel the affected of the changes, most low-income families will only go to the doctor if they need to, they feel that they will be taken care of in some way if they have a health care issue.
 - WMFC is going to try to do more health related activities this coming year. Hoping to have MidMichigan Health residents offer physicals to families at a health fair.
- G. Dorrien will be asking the highway road commission if they can put up a guard rail along the road where our fence is to help protect the children playing in that area after the car drove through the fence on Christmas night.

Motion to Adjourn J. Buchanan / 2nd B. Alba Meeting adjourned at 7:31 pm by Dollard.

The next meeting is scheduled for **Tuesday, March 3, 2020** at 6:00 pm. at the West Midland Family Center.

Respectfully submitted,
Tammy Screws / Missy Finney