

**Minutes of the Monday, July 10, 2017
West Midland Family Center Board of Directors Meeting**

Board Members: **J. Lauderbach, R. Brock, B. Bowen, J. Buchanan,
Joe Weiler, A. Pankratz, T. Rashid**

Excused: R. Dishaw, W. Traschen, D. Parrillo, C. Stone

Advisors: T. Misner, C. Coons, B. Schmidt, **B. Dostal**, S. Bowen, A. Schmitz,
B. Dollard, E.J. Herst, Larry Reeves

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

Pankratz called the meeting to order at 7:10 P.M. Reviewed and unanimously approved the new Mission Statement. By general consensus J. Weiler will serve as Secretary for this meeting.

Pankratz called for Public Comments – No public present

Staff Report: None

Motion to approve the Minutes of the May 1, 2017 Board Meeting

Motion J. Weiler / 2nd J. Buchanan – minutes are approved

Executive Committee – A. Pankratz, Chair

- No report this meeting

By-Laws– J. Lauderbach, J. Weiler / Nominating Sub-Committee - J. Buchanan

- J. Lauderbach presented revisions to the by-laws that are recommended by this committee (attached). Besides cleaning up some language, the main change is the provision that board members can participate in the board meeting by electronic devise (via phone, computer, etc.). The proposed changes to the by-laws were sent to all members 10 days prior to the July 10, 2017 meeting.
 - Motion to approve the by-laws as presented including the new provision of electronic participation attendance in meetings. J. Lauderbach / 2nd J. Weiler – motion has passed.

Fundraising Sub-Committee – J. Buchanan, Chair

- The Busting at the Seams campaign was a big success, with close to \$50,000 raised so far. It is significant that this has come with only advertising in the Family Focus, no additional letter was sent to donors.

Strategic Growth Committee- D. Parrillo, Chair

- No report this meeting

Investments – B. Dollard, Chair

- No report this meeting

Accounting / Budget Committee – T. Rashid, Chair

- We currently have lots of cash in our financials, this is due to the expansion funds in our accounts.
- Our underfunded amount is ahead of where we thought we would be at this time of year.
- Endowment fund is also still doing very well, highest the fund has ever been.

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

- No report this meeting

Activities Committee – A. Pankratz, Chair

- No report this meeting

Facilities Committee – B. Bowen, Committee Member

- No report this meeting

Human Resources Committee C. Stone, Committee Member

- A new Executive Director Job Description has been written by the Human Resources Committee, the board has reviewed the job description.
 - Motion to approve the Executive Director Job Description (attached)
 - B. Bowen / 2nd J. Weiler – motion is passed.

Communications Committee – W. Traschen, Chair

- No report this meeting

Auxiliary Committee – G. Dorrien, Committee Member

- No report this meeting

Executive Director's Report - G. Dorrien

- G. Dorrien referred the Board to page 7 of the financial statements (Building Expansion Details). Currently the projection is a \$540,000 more in expenses than income. G. Dorrien thinks it is likely to finish more like \$300,000 of excess expense, due to additional income and a reduction of some of the planned expenses. That would leave less than 10% of the entire project funded by WMFC and in keeping with most Midland projects as donors (and foundations) like to see that organizations also contribute to their own project.
- The “Busting at the Seams” funds have been coming in at a steady pace - \$40,000+ from 130 different donors.

- We were open as a Red Cross shelter after the flood in the Midland area, stayed open until they found a place for the last person to find somewhere to stay until he could get back in his home. We also had a food give-away organized by Jason Green with help by many to help families that were in need.
- Still in need of volunteers to help with the construction of the bus maintenance facility, looking for volunteers that have construction experience. Jon Horton is leading the project, and he's hoping to have mostly experienced volunteers. A. Pankratz volunteered to contact Jon Horton to help with the recruiting effort.

Board member, advisor, and staff comments:

- Mission Statement proposal presented by S. Love:
 - Mission Statement
 - Enhance the quality of life for each generation by providing growth and achievement opportunities within a caring environment.
 - Motion to approve the new Mission Statement J. Lauderbach / 2nd J. Weiler – motion has passed.
- Vision Statement proposal presented by S. Love:
 - Vision Statement
 - Helping each community member TODAY to reach their full potential TOMORROW.
 - Motion to approve the new Vision Statement T. Rashid / 2nd J. Lauderbach – motion has passed.
- Strategic Plan proposal presented by S. Love:
 - Went over the new Mission, new Vision, Strategies, Goals and Measures as to what the Strategic Plan process will be and what we will be trying to accomplish with the plan.
 - Discussed how the board members will be helping the staff keep on track with the strategies.
 - More discussion about how to differentiate West Midland Family Center from the Greater Midland Community Centers. A suggestion was made that we may need to add a statement on documents going to the public that makes clear our independence.

Motion to Adjourn J. Weiler /J. Buchanan Meeting adjourned at 8:20 pm by Pankratz.

The next meeting is scheduled for **Monday, September 11, 2017** at 7:00 pm. at the West Midland Family Center.

Respectfully submitted,
Joe Weiler (R. Dishaw absent) / Missy Finney