

**Minutes of the Tuesday, March 7, 2023 (Online Zoom Meeting)
West Midland Family Center Board of Directors Meeting**

Board Members: **D. Parrillo, B. Dollard, M. Metcalf, C. Allemang, C. Coons**

A. McGinnis, W. Mayton, J. Traschen

Excused: B. Alba, G. Wilson, J. Moses

Advisors: B. Schmidt, B. Dostal, S. Bowen, B. Bowen, A. Schmitz, T. Misner, G. Bergtold

Staff: **G. Dorrien, M. Finney, M. Sobolewski, J. Green**

Dollard called the meeting to order at 6:03 P.M. with B. Dollard reading the Mission Statement.

Dollard called for Public Comments:
TO WMFC STAFF AND BOARD,

I took the opportunity to read cover to cover what we continue to do for the community. I continue to be impressed with the devotion to sharing and leading we exhibit in all of our activities.

My congratulations and a big Thank You to you all for the above and beyond work and thinking you are continuing to do to ensure the well-being of the WMFC community in the future.

I noted that we are looking at future growth and planning for how and when we think we need to move for these next moves. As always, I would encourage that we not lose sight of the expansions' effect on how we can most effectively satisfy the needs of the community. Just being "bigger" and doing more different things is not always the best answer to this question. I know you will be considering how we can deliver the most needed services in the most effective means. This should include evaluating more satellite sites to better serve our public

I will be praying for your continued guidance as you move through this process.

Bob Dostal

Upcoming WMFC Events:

- Hoppin' Good Time spring event – April 6, 5:30 – 7:30
- Yoga has started on Thursday evenings 5:30 – 6:30
- Bingo is back on Tuesday's starting at 6:00
- Summer Program Interest Forms are available for current program participants, soon will be for the public.
- WMFC has been hosting monthly Surplus Food/Goods Distributions – if you are interested in volunteering talk to Helen.
 - ***Surplus Food Distribution*** dates March 13 & 14 (first date is set up, second is distribution):
 - ***Surplus Produce*** set up time is 2:00 (Most Monday, Wednesday & Friday's)

Staff Report: Haley Northup, COP Director – Introduced herself and talked about how the program has been going since she has been the director.

Motion to approve the Minutes of the January 10, 2023 Board Meeting

Motion D. Parrillo / 2nd C. Allemang / Approved Unanimously

Motion to approve:

Memo Of Understanding for the United Way of Midland County:

- WMFC Board reviewed the *Memo of Understanding* that was included in the board packet.
- Dorrien reported he had already signed the document and returned it to United Way.
- No changes or clarifications were needed, and the Board received and filed the document.
- WMFC Board reviewed the current Diversity and Equity policy that was included with the Board packet.
- Dorrien reported that Gina Wilson has volunteered to work with a select group of staff to propose an updated draft of the policy for Board consideration in 2023. Ben Dollard inquired whether the new draft should be written in a way to apply to volunteers and board members as well.

Motion C. Coons / 2nd D. Parrillo / Approved Unanimously

Investments – D. Parrillo, Chair

- Did not meet, a meeting will be scheduled soon (next couple of weeks).
- Investments are up so far this year. Overall the fund is still down from the high it set in 2021.

Accounting / Budget Committee –B. Alba, Chair

- J. Green reported the 403b started this year, we are offering a 2-to-1 match to give the program a jump start for 2023 only. Currently we only have 32% of the staff participating.
- B. Dollard offered to attend the WMFC Professional Development Day to talk to staff about investing in the 403b account.
- The 2023 budget is starting with about a \$200,000 deficit, waiting for grants to come in that will decrease that amount.
- D. Parrillo recommended staff start wage review now and to compare not just to other non-profit agencies, but private businesses as well, so the board will have more time to review prior to increases toward the end of year.

Dow COP Committee – G. Dorrien Committee Members

- H. Northup is looking into educational opportunities on the LGBTQ community, she noted that there are students in the program that identify as LGBTQ and she would like to educate herself on how to talk with the students and parents when they do not agree on the topic.

Facilities Committee – G. Dorrien Committee Members

- Did not meet.
- B. Larson presented possible options for a new Distribution Center and classrooms. The planning is just starting and location on the property has not been finalized.

Human Resources Committee – A. McGinnis, Committee Member

- Did not meet.

Communications Committee – J. Traschen, Chair

- Did not meet. G. Dorrien reported that there is a Family Focus that will likely appear in mailboxes next week.

Auxiliary Committee – G. Dorrien, Ex. Director

- The community is happy to have Bingo return, they have had 25 players the first week, and Larson said they had 35 players this week.

Executive Committee – B. Dollard, Chair

- Did not meet.

By-Laws – M. Metcalf

- Did not meet.

Nominating Sub-Committee – Greg Dorrien, Chair

- Need to start considered board member replacements for the end of this year.
 - B. Dollard – President
 - B. Alba - Treasurer

Executive Director's Report - G. Dorrien

- See March 7, 2023 report

Board member, advisor, and staff comments:

- Newspaper article – The Kiwanis group has adopted our Three's Program and is here regularly with planned activities for the kids.
- Enjoyed having Haley here today, it was nice to hear from her, she was very engaging with the board members – D. Parrillo
- The board would like to have a card/flyer made for Susan's retirement – D. Parrillo

Motion to Adjourn C. Coons / C. Allemang Meeting adjourned at 7:36pm by Dollard.

The next meeting is scheduled for **Tuesday, May 2, 2023** at 6:00 pm. **at the West Midland Family Center.**

Respectfully submitted,
Matt Metcalf / Missy Finney