

**Minutes of the Tuesday, March 2, 2021 (Online Zoom Meeting)
West Midland Family Center Board of Directors Meeting**

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

A. McGinnis, W. Mayton, J. Traschen, G. Wilson, J. Moses

Excused:

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

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

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

Dollard called the meeting to order at 6:02 P.M. with M. Metcalf reading the Mission Statement.

Dollard called for Public Comments – no public present.

Upcoming WMFC Events:

- Food Distribution will be scheduled every three weeks at WMFC, if you would like to volunteer at one of the events contact Helen Roth at WMFC.
 - Next distributions – March 22/23 & April 12/13 – packing 1st day, distribution 2nd day.

Staff Report: Ben Larson – Reported on Solar Project progress and Covid19 status at WMFC.

Motion to approve the Minutes of the January 12, 2021 Board Meeting

Motion B. Bowen / 2nd A. McGinnis / Approved - Unanimously

Investments – D. Parrillo, Chair

- Did not meet

Accounting / Budget Committee –B. Alba, Chair

- Did not meet
- J. Green reviewed the financial packet – see financials in the March 2, 2021 board packet, these are preliminary and you we see changes on the final version. We do have excess revenue for 2020, we will be going to the accounting/budget committee to make recommendations.
- The Payroll Protection Program really helped the bottom line for us in 2020. With not knowing how the preschool grant was going to be paid out, we would have been struggling if the state would not have made the decision pay for the number of slots you received the prior year.
- Working on getting things ready for the audit that will be coming up soon.
- Grants have been written to purchase a walk-in freezer & cooler and a box truck to help with the food distribution storage of cold items.

- Working on the details of the retirement matching program we are looking to offer to staff, hopefully will have that in place soon.
- WMFC has received a large amount of donation/grant money to help families with mortgages, rents, utilities, and the numerous trucks of food we received that were free to us.
 - WMFC says “yes” to lots of opportunities that help the community, with doing this, many more opportunities then come our way as a result of previous “yesees”.

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

- Looking at hosting an April program meeting – of course depending on the COVID-19 restrictions. Possibly a May COP committee meeting.
- Frank & Jean Popoff visited WMFC today, they have been very supportive of the COP program and WMFC in general. Deleted last sentence

Facilities Committee – B. Bowen, G. Dorrien Committee Members

Ben Larsen’s staff report stands as the committee’s report.

Human Resources Committee – A. McGinnis, Committee Member

- Nothing to report –great HR questions are always coming from the staff.
- Dorrien thanked McGinnis for always being supportive and answering questions quickly.

Communications Committee – J. Traschen, Chair

- B + B has been helping out with some marketing for the early childhood programs – looking to help increase the online search results so we can serve more preschool and daycare children.
- Dorrien thanked Jesse and B + B for all they have done for us in all areas of marketing.

Auxiliary Committee – G. Dorrien, Ex. Director

- BINGO has not been in session since last March. Dorrien is in discussions with the BINGO chainman Mandy Pickett regarding needs for startup. No date has been planned as of yet.

Executive Committee – B. Dollard, Chair

- Did not meet

Fundraising Sub-Committee – J. Buchanan, Chair

- J. Buchanan has been working on a donation through the First United Methodist Church for WMFC.
- The year-end letter-based gifting campaign saw near record levels of support once more.

By-Laws – M. Metcalf

- Did not meet

Nominating Sub-Committee - J. Buchanan

- Did not meet

Executive Director's Report - G. Dorrien

- United Way has increased our annual allocation by \$12,000.
- United Way is focusing on working with ALICE families – Asset Limited Income Constrained Employed families.
- Midland County is very supportive in the social work area, very grateful for everything Midland has to offer to families in need.
- Helping Hands Dental Center has made substantial progress towards paying down the loan within the original four-year timeline. The COVID-19 year didn't help make it any easier to pay off the loan. They are writing grants to help with paying us back and keeping the dental center open. Hoping to have it paid off in the next year or year and a half.

Board member, advisor, and staff comments:

None.

Motion to Adjourn J. Buchanan / B. Bowen Meeting adjourned at 7:18 pm by Dollard.

The next meeting is scheduled for **Tuesday, May 4, 2021** at 6:00 pm. at the West Midland Family Center or via Zoom ☺.

Respectfully submitted,
Joy Buchanan / Missy Finney