

**Minutes of the Tuesday, September 3, 2019  
West Midland Family Center Board of Directors Meeting**

Board Members:                   **B. Dollard, B. Bowen, A. McGinnis, D. Parrillo, T. Screws, W. Mayton**

Excused:                           R. Dishaw, B. Alba, D. Dub - Resigned, moving to a new job opportunity  
  
                                          J. Traschen, J. Buchanan

Advisors:                         J. Weiler, T. Misner, C. Coons, B. Schmidt, B. Dostal, S. Bowen,  
  
                                          A. Schmitz, E.J. Herst, J. Lauderbach, **C. Allemang**

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

Dollard called the meeting to order at 6:00 P.M. with A. McGinnis reading the Mission Statement.

B. Bowen will serve as Secretary for this meeting with the absence of R. Dishaw.

Dollard called for Public Comments – no public present.

Staff Report: Chelsea Davis, Recreation and Building Supervisor

- Reported on what her role is at WMFC and the community opportunities that she has available.

Motion to approve the Minutes of the May 7, 2019 Board Meeting

Motion B. Dollard / 2<sup>nd</sup> D. Parrillo – minutes are approved

Upcoming WMFC Events:

- Family Recreation Nights – Saturdays, September 28<sup>th</sup> & October 26<sup>th</sup> (4:00-6:00)
- Staff Professional Development Day (Poverty simulation at the end of the day) – Friday, October 18<sup>th</sup>
- Chemical Bank volunteer day - Monday, October 14<sup>th</sup>
- Northwood GoMad volunteer day – Friday, November 1<sup>st</sup>
- Surplus Food Distribution – Thursday, September 19<sup>th</sup>
- Sept 4, 6-8 pm- All COP Meeting
- Sept 9, 6:30-8 pm- COP Class of 2023 Information Night
- Sept 14, 10:30 am-Noon- COP Class of 2023 Information Day
- Sept 28, 9 am-1pm- Highway Cleanup

**Investments – D. Parrillo, Chair**

- See minutes in the board packet for September 3, 2019.
- The committee reviewed the audit report with the auditors.
- The Investment Committee approved a loan to Helping Hands Dental Center, this is a fixed rate loan that will be paid back within four years. WMFC can call the loan at any time, which in turn the dental center would have to find a different loan to pay WMFC off. This loan will help the dental center not have to wait for their incoming monies (Medicaid payments) to pay their monthly payments. They have written grants to help get them in a position that they will not need to wait for those incoming payments.

### **Accounting / Budget Committee – B. Alba, Chair**

- The deficit is close to being closed, this is the earliest we have ever been to closing the deficit before the end of the year.

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

- Did not need to meet - Meeting scheduled for September 19<sup>th</sup>.
- See Mike's report in the September 3, 2019 board packet.

### **Activities Committee – G. Dorrien, Ex. Director**

- Did not need to meet.

### **Facilities Committee – G. Janoch, Chair**

- At this point there is nothing major that needs to be repaired.
- We are still working on funding for the solar project, considering a bank who may want to invest their community reinvestment dollars.

### **Human Resources Committee – A. McGinnis, Chair**

- Did not need to meet.
- WMFC did terminate an employee, there was communication with Amy to discuss how it needed to happen.

### **Communications Committee – J. Traschen, Chair**

- Jesse created a new Infographic for promoting WMFC programs. He has been very helpful and creative with all the volunteering he does for us.
- Cathy Ring memorial, we are working on a way to honor Cathy here at WMFC. We are discussing purchasing a book for every child every year in preschool. We have purchased "book trees" that will have a memorial plaque for Cathy in each classroom.
- Our summer intern Alex VanSumeren, was a great asset and helped with many marketing ideas this summer. You will see an article about her in our next Family Focus.
- We did add about 500 people to our Family Focus list, they will also receive our end of year donor request.

### **Auxiliary Committee – G. Dorrien, Ex. Director**

- Bingo is doing well, numbers are pretty high for the summer months. They have made some changes to the games they are playing, offering the progressive games is bringing in more people.

### **Executive Committee – B. Dollard, Chair**

- Did not need to meet.

### **Fundraising Sub-Committee – J. Buchanan, Chair**

- Did not need to meet.
- G. Dorrien planning a meeting with Joy, looking at a formal fundraising plan.

### **By-Laws– D. Dub**

- Did not need to meet.

### **Nominating Sub-Committee - J. Buchanan**

- We do need names to fill vacant roles on the board, would like to have a lawyer on the board.

### **Executive Director’s Report - G. Dorrien**

- See board report in the September 3, 2019 packet.
- WMFC has added two new full-time positions, one in Family Services and one Child Behavioral Change Agent to help with the “Wits End” program.

### **Board member, advisor, and staff comments:**

- Lion’s Club is interested in visiting WMFC to see what there is to offer and how they could help with the WMFC mission.
  - They are interested in possibly visiting on November 5<sup>th</sup> which would be the next WMFC board meeting.

Motion to Adjourn D. Parrillo /2<sup>nd</sup> A. McGinnis Meeting adjourned at 7:08 pm by Dollard.

The next meeting is scheduled for **Tuesday, November 5, 2019** at 6:00 pm. at the West Midland Family Center.

Respectfully submitted,  
Bill Bowen / Missy Finney