

**Minutes of the Tuesday, September 4, 2018
West Midland Family Center Board of Directors Meeting**

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

J. Weiler, C. Stone, T. Screws

Excused: R. Dishaw, D. Dub, W. Traschen, D. Parrillo

Advisors: **B. Schmidt**

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

Dollard called the meeting to order at 7:01 P.M. with B. Bowen reading the Mission Statement.

Nominated J. Buchanan as secretary for this meeting with R. Dishaw not in attendance.

Dollard called for Public Comments – no public in attendance.

Upcoming WMFC Events:

- COP Meetings for new students:
 - September 10 from 6:30pm-8:00pm
 - September 15 from 10:30am-12:00pm
- COP will be participating in highway clean-up day, September 22
- Sharing Tree pick up will be December 3rd and gifts will be handed out on December 4th.
- Young Leaders will be here on October 25th to work with preschool families in the evening.
- September 17th is the first day of the new preschool year.
- Chemical Bank will be here on October 8th volunteering.
- Northwood will be here volunteering for their Go-Mad Day on November 2nd.

Staff Report: Sheleigh Nicolai from the Family Services department.

- Talked about Summer Program, Camp Neyati and Family Services events.
- What is being worked on with families during the meetings.
- How we are helping families with personal and household needs.

Motion to approve the Minutes of the May 1, 2018 Board Meeting

Motion B. Bowen / 2nd J. Buchanan

Executive Committee – B. Dollard, Chair

- Did not need to meet.

Fundraising Sub-Committee – J. Buchanan, Chair

- Did not need to meet.

- Will call a meeting to discuss the letter writing campaign that happens at the end of the year, looking to make it feel like a new campaign.

By-Laws– J. Weiler

- Did not need to meet.

Nominating Sub-Committee - J. Buchanan

- Meeting will be called to meet about new board members – J. Buchanan will call the meeting.

Strategic Growth Committee- D. Parrillo, Chair

- Expansion – There are still some door concerns, it is being worked on.
- Staff have mentioned they cannot hear the pager/fire alarm when they are on the playground/pool area, we are looking into getting a new speaker or if we can turn up the volume.
- Susan is continuing to work with the staff on the Strategic Plan, reminding them to continue working on their portion.

Investments – B. Dollard, Chair

- Portfolio is doing well, the Investment Committee decided we did not need to make a change of the portfolio manager.

Accounting / Budget Committee –B Alba, Chair

- Did not meet.
- We will end the year on budget.

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

- The COP program is seeing the value of having Kelsey as Mike's assistant, it has been very positive.
- Mike is doing a great job of getting the kids in learning/growing experiences.
- A few students have dropped from the program, they had other commitments or were not keeping their grades to the level they need to be.

Activities Committee – G. Dorrien, Ex. Director

- Did not meet.

Facilities Committee – B. Bowen, Committee Member

- Did not meet.

- We are keeping up on the facility needs, the building looks great.
- Maintenance costs have been down, with new equipment we are spending less on repairs.
- We have been interviewing for the new Maintenance Director, hoping to have someone hired soon.

Human Resources Committee C. Stone, Committee Member

- Did not meet.
- C. Stone and G. Dorrien did meet about an employee negotiated resignation.
 - The resignation did happen, went better than expected.

Communications Committee – W. Traschen, Chair

- The Family Focus will be out by the end of September, possibly sending another before the letter writing campaign.
- We have received new thank you cards from B+B, there is four new designs – look great!

Auxiliary Committee – G. Dorrien, Ex. Director

- The chair is doing very good job, she has had new ideas. The number of patrons (30-60 weekly) attending has not been very large, but financially they are doing well.

Executive Director’s Report - G. Dorrien

- See report in the board packet.

Board member, advisor, and staff comments:

- J. Weiler announced that he will not be looking for another term, his last meeting will be November 2018. Life has become busy with family. He would like to stay on as an advisor.
- J. Buchanan is encouraging that we start writing our own stories and sending them into the Midland Daily News, they are always looking for stories.
- Is there any reason we could not start these meetings at 6:00pm? We will vote on the suggestion at the November 2018 meeting. B. Dollard will survey the board members to see if anyone is interested in starting at 6:00pm for the November meeting. Possibly have some meetings in Midland, some at WMFC.

Motion to Adjourn J. Weiler /2nd J. Buchanan Meeting adjourned at 8:25 pm by Dollard.

The next meeting is scheduled for **Tuesday, November 6, 2018** at 7:00 pm. at the West Midland Family Center.

Respectfully submitted,
Joy Buchanan / Missy Finney