

**Minutes of the Tuesday, January 4, 2022 (Online Zoom Meeting)
West Midland Family Center Board of Directors Meeting**

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

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

Excused:

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

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

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

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

Dollard called for Public Comments – no public present

Upcoming WMFC Events:

- Surplus Food Distribution on Tuesday, January 11th, packing will happen on Monday, January 10th.
- We have been opening programs a little more for patrons, but they are following the Covid guidelines we have in place for each program.

Staff Report:

Renee Young, Family Services

- Reported to the board how Family Services has had to work with more families through the pandemic. Families have had all different types of needs from food to clothing to school work. WMFC has received Federal Pandemic Funds to help families with these household needs.

Motion to approve the Minutes of the November 2, 2021 Board Meeting

Motion G. Wilson / 2nd M. Metcalf / Approved Unanimously

Investments – D. Parrillo, Chair

- Did not meet

Accounting / Budget Committee –B. Alba, Chair

- The committee reviewed the 2021 & 2022 budgets, ended 2021 where we expected and have a surplus starting 2022.
- The 2022 budget will be the first time in recent memory where the budget is starting with a surplus versus a deficit (grants from unidentified sources).
- We need to consider inflation when we are discussing the budget for future years.
- The endowment fund has more than \$8.7 million over the initial investment and \$2 million in board designated funds.

- The accounting and budget committee ~~had a discussion about~~discussed how big the food distributions could or should be for the community.
- The year end giving is looking like we will come in above what we projected.

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

- The COP students have been meeting monthly. The students have been doing great following the Covid guidelines that WMFC has in place, very proud of them.
- We did find out that one of our first COP students (Jeremy Wilkins) from years ago has passed away from Covid in December. Jeremy was a police officer in Chandler, Arizona.
- We are working on having a larger COP group for next year, will bring in more students that did not have the opportunity to join this past year.

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

- See Maintenance Director's January Board Report
 - Purchased new equipment to help clear snow and salt in a more efficient way.
 - Still working on finding a new maintenance assistant.

Human Resources Committee – A. McGinnis, Committee Member

- The committee did meet via email to discuss and approve the lump sum salary adjustments.
- Greg did receive numerous thank you notes and comments from staff about the end of year lump sum salary adjustment, great to see how much it helps our staff and their families.

Communications Committee – J. Traschen, Chair

- Worked on wording for the new vaccination/hiring process.
- The Family Focus was sent out in November.

Auxiliary Committee – G. Dorrien, Ex. Director

- Bingo is temporarily on hold due to patrons choosing not to follow the Covid guidelines we have set in place.

Executive Committee – B. Dollard, Chair

- Did not meet

Fundraising Sub-Committee – J. Buchanan, Chair

- Reviewed past and current end of year fundraising letter results, so far this year we are where we expected to be with contributions and looking to be above what we received last year.
 - The gift amount per donor is above what it was in previous years.
 - We have been adding to our donor mailing list over the last couple of years.

By-Laws – M. Metcalf

- Did not meet

Nominating Sub-Committee - J. Buchanan

Slate of officers that have been nominated (Motion / J. Buchanan, 2nd / A. McGinnis, Approval - Unanimous)

- Ben Dollard, President
- Christian Allemang, Vice President
- Brooke Alba, Treasurer
- Matt Metcalf, Secretary

Nomination of returning board member for 2nd term (Motion / J. Buchanan, 2nd / A. McGinnis, Approval - Unanimous)

- Wally Mayton, Board Member (2nd term 2022 – 2024)

Nomination of new board member (Motion / B. Alba, 2nd / C. Allemang, Approval - Unanimous)

- Carl Coons, Board Member (1st term 2022 – 2024)

Executive Director's Report - G. Dorrien

- Did not meet

Board member, advisor, and staff comments:

- Still in the thought process to proceed with an expansion for the surplus food/goods distributions.
 - The board needs to consider if we should fundraise, spend money that we have or do a combination of both to build a surplus distribution site.
 - Another consideration is where would we like this to be built – near the main building, somewhere else on the property?
- WMFC has purchased the house/property on the west side of the property, we had offered to purchase this three years ago. We were able to purchase it for the same price we offered then.
- Nice letter from Midland Public Schools for the donation of school supplies that we were able to donate to them through the Walmart goods program.

Motion to Adjourn C. Coons / 2nd B. Alba Meeting adjourned at 7:48pm by Dollard.

The next meeting is scheduled for **Tuesday, March 1, 2022** at 6:00 pm. at WMFC or Via Zoom

Respectfully submitted,

Matt Metcalf / Missy Finney