

**Minutes of the Thursday, March 19, 2015
West Midland Family Center Board of Directors Meeting**

Board Members: G. Dauer, R. Dishaw, E.J. Herst, J. Lauderbach (Phone),
A. Pankratz, W. Traschen (Phone), D. Parrillo, T. Rashid

Excused: S. Bowen, B. Dollard, A. Schmitz,

Advisors: C. Coons, B. Schmidt, B. Dostal

Staff: G. Dorrien, M. Finney, T. Rodgers (Intern)

Herst called the meeting to order at 7:00 P.M. with EJ Herst reading the Mission Statement.

Herst called for Public Comments.

- Herst congratulated Greg Dorrien on being the recipient of the United Way's Strosacker Award.

Staff Report: Missy Finney, Office Manager

Motion to approve the Minutes of the January 5, 2015 Board Meeting

Motion Dishaw / 2nd Parrillo/ Carried unanimously

Upcoming Events

- Reviewed the list of the upcoming events for the next two months that were listed on the agenda.

Executive Committee – E.J. Herst, Chair

- The Civil Rights case has been dismissed, we did meet with the plaintiff and a representative to discuss the complaint.
- Thank you to everyone that provided council to handle the issue professionally.

By-Laws / Nominating Sub-Committee – T. Misner, Chair

- No activity

Fundraising Sub-Committee – S. Bowen, Chair

- Thank you to Wendy for suggestion of the Thank you note cards, instead of the Thank you letter that we have been using the last few years.
- There will be a different type of donor education event this summer, Dow COP will be creating a "wall of pop cans". The group will try to break the unofficial world record and the can donations will be a fundraiser for the COP program.
- We are asking that each board member give 10 names to add to the donor list, please get your list to Greg by March 27, 2015. Missy will send out a reminder email to the board.
- See Sally's report for detailed information about donation amounts & statistics.

Strategic Growth Committee- Dave Parrillo, Chair

- Reviewed the packet of possible expansion plans and the survey of what the community would like see here at WMFC – the board discussed/had questions as we reviewed layout of the building and the survey that will be handed out to program users & community members. Asked the board to look at the list of possibilities and let Greg know if there is something on the list that they feel should be removed or add something they feel we may have missed.
- Earl Soules has volunteered to lead the building project with no cost to WMFC.
- Met with HH & GA Dow Foundation, they are interested in hearing from us for another matching grant and a building request in 2016. Greg would like to have a commitment from them, then go to the other foundations to help if needed.
- Would like to see the board approve funds to go ahead with the building “planning” if Three Rivers does not give the designing of the building with donated time.
- Would like to investigate a water line coming from Lee Township & a fire suppression system and possibly have this be part of the expansion (Bob Dostal is interested in helping with this). Looking at having variable speed pumps for the water wells and the pool to save energy.
- Also interested in a Geothermal heating system and LED lighting through the building (inside & out) to help with energy costs.
- Maintenance software is up and running, it is giving us reminders on routine maintenance. We will be adding more reminders to help with keeping the building in good working order.
- Planning on keeping the modular, the staff use it for meetings, trainings and back-up room for children’s programs.
- Working together collaboratively with other community agencies will benefit WMFC, if we can pull together to help provide a service to community – transportation as an example. Funding sources like to see groups work together for a common cause.
- The board will continue to monitor the progress of the planning at each meeting, the board will get involved as needed. A schedule we be created to keep the planning on track – which will include the investigating of the water and geothermal heating system.
- By November 2015 want to the proposal to the board and get an a yay or nay at the meeting.

Investment Committee

- No activity

Accounting / Budget Committee – C. Coons, Chair

- The auditors have been understanding with Jason’s situation and have postponed the audit until the end of April.
- Expecting to have excess of income over expense at the final end of the year report – will allocate to the next year.
- The list of donors was distributed to the board.

Dow COP Committee - B. Dollard/G. Dorrien Committee Members

- The board has selected the new students.
- Congratulations to Mike for the Eagle award he received for his volunteer work.

Activities Committee – G. Dauer, Chair

- No activity

Facilities Committee – E.J. Herst, Committee Member

- This was part of the Strategic Growth plan.
- Working on the long-term plan & will update the board at a future meeting.

Human Resources Committee A. Schmitz, Committee Member

- No activity

Communications Committee – W. Traschen, Chair

- Need the image for the new Thank you cards for donations.
- Will help with advertising the pop can drive & creating the wall. Looking at the possibilities of sponsorships to help promote this event.

Auxiliary Committee – G. Dauer, Committee Member

- Bingo is doing well, we did close one Saturday due to frigid temperatures. We are having about 40-50 players each week, have hit 60's recently.

Executive Director's Report - G. Dorrien

- Working together with a few other United Way agencies to pool resources to help with Human Resources at those agencies. This would be a one year trial for a full-time person (shared between us all) who would have access to this person one day a week. They will be housed and a staff member of the United Way (or contractor to United Way), each participating agency will have access to the person on an as-needed basis. They will work with us on our policies, we will not be imposed with other agencies policies.
- Have had some staff leave recently that have been here for years, they will be missed by me and the organization – Dedi DeMott & Stacey Urbani.

Board member, advisor, and staff comments:

- EJ walked around the building when he arrived, like the Emergency Responder plan that is set in place with the pictures of those that can help in an emergency.
- Discussed the newspaper articles that are in the packet.
- West Midland Family Center was named in the estate of a person who recently has passed, we will be receiving a large amount from the estate.
- Wendy has updated the Legacy Society brochure, these will be sent out to donor when they are printed.

Motion to Adjourn 1st Dishaw / 2nd Rashid Meeting adjourned at 9:02 pm by Herst.

The next meeting is scheduled for **Monday, May 4** at 7:00 pm. at the West Midland Family Center

Respectfully submitted,
Missy Finney