

**Minutes of the Tuesday, May 3, 2022 (Online Zoom Meeting)
West Midland Family Center Board of Directors Meeting**

Board Members: **B. Dollard, B. Alba, C. Coons**

A. McGinnis, G. Wilson, J. Moses

Excused: M. Metcalf, C. Allemang, W. Mayton, J. Traschen,

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

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 6:03 P.M. with B. Dollard reading the Mission Statement.

Dollard called for Public Comments – no public in attendance

Upcoming WMFC Events:

- WMFC has been hosting monthly Surplus Food/Goods Distributions – if you are interested in volunteering talk to Helen.
 - Next food distribution is Tuesday, May 10th
 - Next goods distribution is June 14th
- June 6th – Blood Drive 1:30am – 6:00pm
- Pool Opening is June 13th
- Summer Program starts on June 21st

Staff Report: April Johnson, Intern – Nonprofit Leadership & Child Development

- Johnson reviewed the areas she worked in during her internship. She was very pleased for the experience and is recommending WMFC to other students who need internship experiences.
- A. McGinnis will talk with Emma Powell at CMU about connecting WMFC and the Non-Profit Leadership students out to WMFC.

Motion to approve the Minutes of the March 1, 2022 Board Meeting

Motion C. Coons / 2nd B. Alba / Approved – Unanimously

Investments – D. Parrillo, Chair

- Next meeting will be in July.
- Investments are down about \$2.3 million from last year, our portfolio is down along with everyone that has money in the market.

Accounting / Budget Committee –B. Alba, Chair

- The committee met with the auditors this morning, waiting on the final recommended changes to approve.

- J. Green will email the March financials within the next week, he has been working on audit information.

Dow COP Committee – S. Love/G. Dorrien Committee Members

- Susan Love has decided to retire in March 2023. Mike Sobolewski was offered Susan's position, and has accepted. We will be advertising soon that we are hiring a new COP Director, hopefully have someone hired by the summer so they can experience the program with Mike this summer.
 - G. Dorrien will email the board members the job description so they can help with marketing the position.
- We were able to award 6 students \$2000 scholarships this year through the Midland Area Community Foundation endowment funds we have there.

Facilities Committee – G. Dorrien Committee Members

- Senior Services kitchen remodel will be starting next week.
- We have added 3 cameras to the security system.
- Maintenance staff has started getting the pool ready to open this week.
- Car charging stations are being put in by the M-20 road sign, currently they are free for patrons to use.

Human Resources Committee – A. McGinnis, Committee Member

- Did not meet
- A. McGinnis is interested in sitting with interviewees for the new COP Director.
 - A. McGinnis suggested that the COP position possibly be re-thought, could staff help WMFC with social media promotion.
- J. Green will be reaching out to A. McGinnis about some changes for the employee handbook.

Communications Committee – J. Traschen, Chair (reported by G. Dorrien)

- Family Focus was sent out recently.
- J. Traschen and S. Love are working on a new banner and layout design for the Family Focus/Website.
- B + B created a new horizontal logo for us, West Midland Family Center is to the right of the tree on the logo, it is more noticeable.
- J. Traschen & G. Dorrien are working on fire/exit signs for WMFC.

Auxiliary Committee – G. Dorrien, Ex. Director

- Bingo has started back today, they had 19 players this evening.

Executive Committee – B. Dollard, Chair

- Did not meet

Fundraising Sub-Committee –

- Did not meet

By-Laws – M. Metcalf

- Did not meet

Nominating Sub-Committee -

- WMFC board needs one more member and a couple of the committees need a chair person.
 - If you know of anyone that would benefit WMFC please reach out to B. Dollard or G. Dorrien.

Executive Director's Report - G. Dorrien

- See May report
- There may be some hard feelings amongst staff about Susan's position not being posted.

Board member, advisor, and staff comments:

- None

Motion to Adjourn C. Coons / J. Moses Meeting adjourned at 7:06 pm by Dollard.

The next meeting is scheduled for **Tuesday, September 6, 2022** at 6:00 pm. at the West Midland Family Center or via Zoom.

Respectfully submitted,
Missy Finney