

**Minutes of the Monday, November 2, 2015
West Midland Family Center Board of Directors Meeting**

Board Members: **S. Bowen, G. Dauer, R. Dishaw, B. Dollard, E.J. Herst, J. Lauderbach,**
A. Pankratz, A. Schmitz, W. Traschen, D. Parrillo, T. Rashid

Excused:

Nominee:

Advisors: **T. Misner, C. Coons, J. Weiler, B. Schmidt, B. Dostal**

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

Herst called the meeting to order at 7:05 P.M. with Herst reading the Mission Statement.

Herst called for Public Comments – Happy Birthday to Greg!

Staff Report: Greg Dorrien, Building expansion proposal

Motion to approve the Minutes of the September 14, 2015 Board Meeting

Motion Parrillo / 2nd Dollard

Executive Committee – E.J. Herst, Chair

Report was Greg’s presentation for the building expansion, the following items were discussed:

1. Four multi-purpose classrooms and one multipurpose activity room dedicated to Preschool, Childcare and Summer Adventure Programs.
 2. A family, youth, young adult and senior citizen oriented two-lane bowling alley
 3. A maintenance facility to work on any of the Center’s nine busses/vans.
 4. Program and chemical storage areas
 5. Dining room chair storage
 6. New water well
 7. Relocated and expanded customer-select Emergency Food Pantry
 8. Relocated and expanded donated clothing room
 9. Water and electricity extensions to the picnic pavilions
 10. Renovation of an existing classroom into a conference room and three staff offices
 11. Reviewed the possible expansion list that was distributed the community – what was most popular, dynamics of who completed the survey.
 - i. Gail Crosby talked about her dream of a “camp” out in the back field, which was one of the top three to the community. This is a separate project from the current expansion we are current proposing – consider at a different time.
- Motion to accept the proposal of the \$3.5 million dollar expansion project if funding is granted:
Motion – R. Dishaw / 2nd - S. Bowen
 - Was a unanimous yes vote – S. Bowen, R. Dishaw, B. Dollard, EJ Herst, A. Pankratz, A. Schmitz & D. Parrillo

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

Four board members are not returning to the board ending December 31, 2015– EJ Herst, Sally Bowen, Ben Dollard & Gene Dauer.

Nominations for new members – Motion by Sally Bowen / 2nd by Rod Dishaw

Joe Weiler, Joy Buchanan, Bill Bowen & Ron Brock – board discussed each nomination, was a unanimous yes to all nominated.

Nomination for board president starting January 1, 2016:

Ann Pankratz was nominated for president by A. Schmitz – Ben Dollard 2nd the nomination, vote was unanimous for Pankratz to be president.

Fundraising Sub-Committee – S. Bowen, Chair

EJ spoke with a Dow representative about getting West Midland Family Center on the PAC list at Dow. The representative said she would take it to the committee and get back with him – EJ will continue to keep in contact and let the board know if we are on the list.

Strategic Growth Committee - Dave Parrillo, Chair

See note of building expansion presentation

Investments – B. Dollard, Chair

The meeting with Azimuth was posted, looking to reschedule for next week – Jason will email the date and time when it is set.

Accounting / Budget Committee – C. Coons, Chair

The budget looks great, if you have questions after reviewing the financial reports let us know. United Way donations by WMFC were up 56% this year.

Dow COP Committee - B. Bowen, Chair / G. Dorrien Committee Members

COP has been busy, see Mike's report in the November board packet for more details. December 13th is the Holiday Dinner if you would like to attend, and they will be singing at Dow Gardens as well.

Activities Committee – G. Dauer, Chair

Did not meet

Facilities Committee – E.J. Herst, Committee Member

Did not meet

Human Resources Committee A. Schmitz, Committee Member

In the Executive Director's report in the board packet you can read about the Human Resources Assistant that was hired through the United Way.

We did approve merit increases for staff, which included looking at the new minimum wage increase that will take effect in January 2016 – Greg & Jason did a wonderful job with this.

We did a market review of Greg's pay report, no concerns at all – this is a requirement and will be done annually.

Communications Committee – W. Traschen, Chair

Report by Greg Dorrien: We now have cards & envelopes for thank you notes – was great to work with B & B on these, they do a wonderful job.

The next Family Focus is about ready to go out.

Our annual letters will start going out the end of November.

Auxiliary Committee – G. Dauer, Committee Member

Report by Greg Dorrien: BINGO has had steady attendance and the core group of volunteers. Volunteers are what makes or breaks most BINGO programs.

Executive Director's Report - G. Dorrien

Has been a busy couple of weeks, glad to be through the building expansion presentations for now / and request for funds to the various United Way committees. UW was much more work this year, but should be easier next year.

Board member, advisor, and staff comments:

Thank you to EJ for serving on the board, it is greatly appreciated and he is always welcome back anytime!

Motion to Adjourn - Dishaw / Schmitz Meeting adjourned at 9:25 pm by Herst.

The next meeting is scheduled for **Monday, January 11, 2016** at 7:00 pm. at the West Midland Family Center. **NOTICE the CHANGE OF DATE for the first meeting of 2016.**

Respectfully submitted,
Missy Finney