

**Minutes of the Monday, September 14, 2015
West Midland Family Center Board of Directors Meeting**

Board Members: **S. Bowen, G. Dauer, R. Dishaw, B. Dollard, E.J. Herst,**

A. Pankratz, A. Schmitz, D. Parrillo, T. Rashid

Excused: W. Traschen, J. Lauderbach

Nominee:

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

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

Herst called the meeting to order at 7:03 P.M. with Ben Dollard reading the Mission Statement.

Herst called for Public Comments – no comments

Staff Report: Gail Crosby update on Whispering Pines (distributed a packet with the information) & Upcoming WMFC events.

Motion to approve the Minutes of the May 4, 2015 Board Meeting

Dishaw/Dollard

Motion: EJ Herst

Executive Committee – E.J. Herst, Chair

Did not meet

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

- We have four board members that will be leaving this next year.
- We have commitments from two people to join the WMFC board; does anyone have any suggestions for others? Commitments are Joy Buchanan & Joe Weiler. Anne Pankratz suggested a retired Dow attorney (Karen Beckwith).
- West Midland community member (at least 2).
- Those leaving are Gene Dauer (Auxiliary), Ben Dollard (Finance), Sally Bowen (Fundraising) & EJ Herst (Executive).

Fundraising Sub-Committee – S. Bowen, Chair

- The pop can wall fundraiser for Dow COP raised \$2000.00, it was exciting to watch & they had fun!
- Had a meeting with Greg about the direct mailing fundraiser, \$175,000 brought in last year – this is a great fundraiser.
- This is the third year of the HHGADow match, they have agreed to match for another three years (2016-2018) at \$100,000 per year.
- Suggest that the board review the United Way Leadership list to add to the direct mail list.

- We need to get people out to WMFC to see what we do, we suggest that each board member bring someone to an event to promote what we do and to donate to the cause.
- After the direct mail list is put together, have the board review the list and contact five people to encourage them to donate.
- Dave Parrillo suggested that we try to get WMFC on the PAC list (Political Action Committee) – EJ will look into how you get on this list.

Strategic Growth Committee- Dave Parrillo, Chair

- Most of the discussion at this meeting was about the cuts to the State of Michigan GSRP program, which was then changed to funding those programs they cut.
- NMFC is now providing their own Early Childhood Center and we were supportive of that effort.
- Discussed the building project, cost estimates & floor plans – these will be ready at the November meeting.

Investments – B. Dollard, Chair

- WMFC has received a generous donation, we viewed a presentation from Chemical Bank about keeping the investment with them. We have decided there is no need to have two money managers, so we have decided to have it transferred to our current investors.
- Ben will check with Jason & Jan about Azimuth presenting to the board at the November meeting.

Accounting / Budget Committee – C. Coons, Chair

- The auditors were here, everything passed with flying colors – they were very pleased, no issues at all. WMFC was very grateful to AHP for their willingness to work with Jason's difficult schedule.

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

- Read the Dow COP mission statement to the board.
- The pop can drive was a success!
- The senior group raised \$1000 on their own for their senior trip.
- About 20 Freshmen students were here to listen to the COP presentation, we will have 6-8 kids chosen for the program to join in January.

Activities Committee – G. Dauer, Chair

- No updates

Facilities Committee – E.J. Herst, Committee Member

- The board had a tour of the childcare wing updates – flooring, cabinets (Dow donations) & expansion of toddler room.
- The full size bus is in the process of being painted.
- The HVAC system is being updated.
- A new lawn mower has been purchased.
- Facilities is about \$8000 over budget due to upgrades & fixes that were needed.

Human Resources Committee A. Schmitz, Committee Member

- The HR person that was hired for the United Way agencies to share did not work out – they are now looking for a new candidate.
- Dorrien will be doing a job performance review with his directly supervised staff.

- Will be having a discussion with staff about pay raises soon, the minimum wage will be going up to \$8.50 in January 2016. The HR committee will look at the budget, activities, etc.
- We are right near the number of employee's that will cause us to pay a penalty under the Affordable Health Care Act.
- We had our annual Safety Day training which included licensing rules, safety issues and the United Way presentation to staff.

Communications Committee – W. Traschen, Chair

- New roller shade that B & B created is done, we will have it on display at the November board meeting.
- B & B are also creating four different Thank-you cards to be sent out when we receive a donation, hope to see them soon.
- Family Focus was mailed out this month.
- The board liked Crosby's quote: "You need to reach the adults to change the family" & would like to see us develop this idea for our fundraising efforts.

Auxiliary Committee – G. Dauer, Committee Member

- The Bingo numbers did not drop as much as they did last year during the summer.
- We do have volunteers helping, most are not weekly, they volunteer when it works for them.

Executive Director's Report - G. Dorrien

- The Strategic Growth Committee will revisit the Coleman Family Center issue.
- United Way forms are new. They think it will show outcomes more clearly and thus help with fundraising by extension.
- United Way employee campaign, if board members would like to donate through WMFC they would be counted as part of the WMFC fundraising campaign.

Board member, advisor, and staff comments:

Sunday, September 20th from 2:30-6:00pm there will be a benefit for Crystal Kerns whose husband passed recently due to a stroke. Crystal was a WMFC staff member this summer and is employed by Floyd during the school year as a paraprofessional.

Motion to Adjourn _____ / _____ Meeting adjourned at 9:10 pm by Herst.

The next meeting is scheduled for **Monday, November 2** at 7:00 pm. at the West Midland Family Center.

Respectfully submitted,
Missy Finney