

**Minutes of the Monday, September 11, 2017
West Midland Family Center Board of Directors Meeting**

Board Members: **R. Dishaw**, J. Lauderbach, **R. Brock, B. Bowen, J. Buchanan,**
Joe Weiler, A. Pankratz, W. Traschen, **D. Parrillo**, T. Rashid, C. Stone

Excused:

Advisors: **T. Misner**, C. Coons, **B. Schmidt**, B. Dostal, S. Bowen, A. Schmitz,
B. Dollard, E.J. Herst, Larry Reeves

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

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

Pankratz called for Public Comments – No public present

Upcoming WMFC Events:

- Preschool Family Fun Night – September 28th, 5:30-7:30
- Health & Safety Fair – October 26th, 5:30-7:30
- Date Night – November 9th, 6:00-8:00
- Playgroups – Sept 29, Oct 27, Nov 17 (field trip), Dec 15 - Friday's 10:00-11:00
- Earn to Learn – Tuesday's Oct 3 – Nov 7, 8:45-10:45

Staff Report: No staff in attendance

Motion to approve the Minutes of the July 10, 2017 Board Meeting

Motion J. Buchanan / 2nd B. Bowen

Executive Committee – A. Pankratz, Chair

- Did not meet

By-Laws– J. Lauderbach, J. Weiler / Nominating Sub-Committee - J. Buchanan

- By-laws - Nothing to report
- Nominating
 - A. Pankratz's term will end December 31, 2017, cannot be nominated for another term
 - W. Traschen & T. Rashid terms will end, both can be nominated for another term
 - Will need to have nominations for the November 2017 meeting, this committee will need to schedule a meeting to discuss nominations/officer changes, etc.

Fundraising Sub-Committee – J. Buchanan, Chair

- Article was in the Midland Daily News recruiting volunteers to help with the construction of the bus maintenance facility. Still looking for more help – spread the word. Lots of the current volunteers are Habitat for Humanity volunteers and they are having to leave to work on those as projects well.

Strategic Growth Committee- D. Parrillo, Chair

- S. Love followed up with the board on the Strategic Plan that was presented at the July 10, 2017 meeting. All agreed they are ok with the positions they have been assigned to help support the staff with implementing the Strategic Plan.
- D. Parillo has agreed to be the leader for the Strategic Plan, he will be checking in the board members as to how the plan is moving forward and things are getting done.

Investments – B. Dollard, Chair (J. Green reported)

- WMFC has been seeing steady profits with our investments.
- Withdrawals will begin to happen with payments for the expansion starting to come in.
- Frank Harlow Trust has given us a stock donation, the committee will need to make a decision on how we will use the funds – do we reinvest or sell and use toward WMFC expenses.

Accounting / Budget Committee – T. Rashid, Chair (J. Green reported)

- We are starting pay invoices that are due to Three Rivers, so the account balances are starting to slowly decrease.
- Working on the staff payroll amounts, with summer staff leaving & school year staff returning there is a little work in balancing amounts.

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

- Summer COP trips went great! The kids are getting great experiences, lots of things they may not have experienced if they were not in the program.
- Meetings are happening to recruit for next year, we hoping for a larger group this year, this past year we only had a group of 7 apply for the program.
- Mike is an asset to the program, he really gets what the program is about and how to help them get to college.

Activities Committee – A. Pankratz, Chair

- Did not meet

Facilities Committee – B. Bowen, Committee Member

- Did not meet
- The facility issues are addressed daily with expansion happening, the expansion is going great and on schedule.

Human Resources Committee C. Stone, Committee Member (J. Green reported)

- The committee will be meeting in the next week or so to discuss a staff survey and possible raises for the staff this fall.

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

- Presented the WMFC bowling alley logo (masking unit) that will be above the pins that was created by B & B Communications.
- Was looking at having a wrap for the bottom of the road sign to cover the white portion, when W. Traschen came out she suggested just painting the bottom a brown to blend with the ground and match the sign.
- J. Buchanan is interested in writing an article about what is happening at WMFC that could be posted on Facebook, article in the newspaper, etc.

Auxiliary Committee – G. Dorrien, Committee Member

- The bingo program has been up/down in numbers and income, the person in charge is doing a good job with the paperwork and ideas to increase the numbers.

Executive Director's Report - G. Dorrien

- The WMFC all staff meeting went really well, gave the United Way presentation/campaign to the staff and we are close to our goal.

Board member, advisor, and staff comments:

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Motion to Adjourn D. Parrillo / 2nd J. Weiler Meeting adjourned at 8:15 pm by A. Pankratz.

The next meeting is scheduled for **Monday, November 6, 2017** at 7:00 pm. at the West Midland Family Center.

Respectfully submitted,
Rod Dishaw / Missy Finney