

**Minutes of the Monday, November 4, 2013  
West Midland Family Center Board of Directors Meeting**

Board Members: S. Bowen, L. Crego, B. Dollard, E.J. Herst, A. Pankratz, A. Schmitz,  
J. Weiler

Excused: G. Dauer, W. Traschen,

Advisors: T. Misner, B. Dostal, C. Coons

Staff: G. Dorrien, D. DeMott, Mike Sobolewski

Herst called the meeting to order at 7:01 P.M. with L.Crego reading the Mission Statement.

Herst called for Public Comments. United Way is struggling to meet goal and have extended their campaign for 2 weeks. Discussed options of how the West Midland Family Center Board could help.

Motion to approve the Minutes of the September 9, 2013 Board Meeting  
Weiler/Crego

Motion Accepted as written

**Staff Report:** Mike Sobolewski, Dow COP Director

Mike has been busy meeting all the students and staff. He is working at making the students comfortable with him and keeping them in the program, historically when there is a change in the Director as many as ½ the students will drop out of the program.

Mike is trying to start a peer mentoring group so students at the school can mentor and discuss the program with other students so they learn more about the program and become familiar with it.

Mike has met with Chippewa Nature Center to set up some volunteer opportunities on an ongoing basis and redevelop a relationship with CNC.

Mike is reviewing some policies for the One-on-One mentoring of the program and transportation of students. Mike is trying to make the transition to the new director go smoothly.

Mike reported that the seniors are planning to visit previous Director Terri Malek-Madani for their Senior 2014 summer trip. They were pleasantly surprised when Mike agreed to this. Mike says they are a great group of students.

There are currently 18 high school students in the program (sophomore – Senior) and 13 freshmen have investigated our activities. There have been 9-10 freshmen attending every event so far.

Things are going well with the transition.

**Executive Committee – E.J. Herst, Chair**

Did not need to meet.

Motion to elect A. Pankratz as at large member.

Weiler/Crego

Accepted

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

Misner reported that there will be 3 vacancies in January. A. Schmitz has accepted a second term. L. Crego's term has ended and J. Anthony has resigned.

The Board will also have to elect 4 officers in January.

**Fundraising Sub-Committee – S. Bowen, Chair**

Did not need to meet.

Bowen reported that the database is very close to being up and running.

The holiday solicitation letter will go out right after Thanksgiving.

The committee is looking at an event for the 40<sup>th</sup> Anniversary with a fundraising component to it...more to come.

**Investment Committee – B. Dollard, Chair**

Dollard reported they met and discussed the investment guideline. The committee recommended making a modest change to the current guideline by reducing bond exposure and increasing equity exposure by a target of 5%.

**Accounting / Budget Committee – C. Coons, Chair**

Coons reported the *Grants from unidentified sources* (our plug number to balance the budget) is now under \$15,000.00. It started out at \$300,000.00 so this is an amazing performance once again by all. The committee is projecting the end of the year will have income match expenses..

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

Dollard would like M. Sobolewski's report to stand as the committee report.

**Activities Committee – G. Dauer, Chair**

Dorrien reported the committee is making recommendations for the Barstow, Breedlove and Barrett awards:

Steve Barstow Youth Volunteer of the Year Award to the 2013 Summer Adventure Volunteers.

Phyllis Breedlove Friend of the Center to Julia Terhune and the MSU Cooperative Extension Service.

Orrin Barrett Volunteer of the Year to Diane Shank.

Motion to name 2013 Summer Adventure Volunteers, Julia Terhune and the MSU Cooperative Extension Service, and Diane Shank for the 2013 Awards.

Pankratz/Weiler

Approved

**Facilities Committee – E.J. Herst, Committee Member**

Herst reported for J. Myers that work continues on well site selection.

Efforts to find green technology continued with monitoring wind for a 10 KW turbine.

Breaks have been repaired in the pool.

The roof has been cleaned out and repaired along with winterizing roof units.

The boiler is doing well.

Still working on cabinet situation, watching the budget and not ready to go to full wood cabinets.

Plans for New Year:

Putting together a 12 month & 36 month maintenance plans that includes budget and scope for large items. A capital improvement plan for the next 5 years, which will consider some assets and capability improvements, looking at where the Center needs to grow and potentially if we find a good case asking for Foundation support.

**Human Resources Committee A. Schmitz, Committee Member**

Schmitz reported the committee needs to meet to talk about distributing bonuses.

**Communications Committee – W. Trashen, Chair**

Dorrien reported donor information letter is going out.

Family Focus is going out.

They both have the new Logo on them.

Thanks for Giving invite are going out.

**Auxiliary Committee – G. Dauer, Committee Member**

Dorrien reported the Bingo has a new concession leader.

WMFC was one of the participating sites for the Midland Chamber of Commerce's "Be a Tourist in Your Own Town" event. Numerous activities were available at WMFC for people to enjoy and participate including Bingo for prizes put on by the Auxiliary. A good time was had by all. About 150 people experienced WMFC through this event and it helped some of our families to then go explore other participating businesses in Midland.

**Executive Director's Report - G. Dorrien**

See report distributed with the packet.

**Board member, advisor, and staff comments:**

Weiler voiced his concern about Board Directors attendance at the meetings. Unexcused absences are not acceptable.

Crego thanked the Board and the Center for letting her be a part of West Midland Family Center.

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

The next meeting is scheduled for **Monday, January 6, 2013** at 7:00 pm. at WMFC

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Respectfully submitted,  
Diane DeMott