

**Minutes of the Monday, May 2, 2016
West Midland Family Center Board of Directors Meeting**

Board Members: **J. Lauderbach, R. Brock, B. Bowen, J. Buchanan,**

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

Excused: R. Dishaw, Joe Weiler, W. Traschen,

Advisors: **T. Misner, C. Coons, B. Schmidt, B. Dostal, S. Bowen,**

 B. Dollard, E.J. Herst,

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

Pankratz called the meeting to order at 7:01 P.M. with J. Buchanan reading the Mission Statement.

Pankratz called for Public Comments – No public comments

Upcoming WMFC Events (Board is encouraged to attend these activities):

Family Services: Mondays 6:00 – 7:30

June 27, July 11, July 25, Aug. 8

- Healthy Foods, Healthy Families – Michigan State University Extension
- How To Stop Without Blowing Your Top (for parents of children preschool thru elementary)
- Middle School Challenge (for adolescents and their parents)

Wednesdays 6:00 – 7:30

June 29, July 6, July 13, July 27, Aug. 3, Aug. 10

- Family Fun Nights – Minute to Win It, Glow Party, Survivor Challenge, More Fun than a Movie, Mystery Night – Where’s Waldo, The Best of the Best

Fridays 10:00 – 11:30 - Throughout the Summer - Playgroup for parents and young children

July 16, 17, 18 - Family Camp @ Neyati #1

July 18, 19, 20 - Family Camp @ Neyati #2

August 1 - Bridge Build Community Celebration (Thank you to Kiwanis for the bridge)

May 26 - New Horizons Trip Presentation - The Senior Class will present their final Dow COP Summer Trip to the Dow COP Committee

June 8- COP Graduation Dinner - For 2016 High School and College graduates- 6 pm NADA Center @ Northwood, Please RSVP to sobolewskim@wmfc.org by June 1st

Whispering Pines Playground Dedication – There have been a couple of WMFC staff that have been a big part of the fundraising & getting the playground in. Ron will get the information on when this is happening out to the board.

Staff Report: Renee Young talked about the activities and services that the Family Services Department has been offering over the past year, the impact they have had on families and what they will continue to work on with families. Have been fortunate to have many interns over the last few years that have been very helpful.

Motion to approve the Minutes of the March 7, 2016 Board Meeting

Motion - D. Parrillo / 2nd A. Schmitz

- Motion to approve the minutes was approved with the following corrections:
 - Dollard & Brock working together on the monthly reports & transitioning the Treasurer position from Dollard to Brock was moved from the Investment Committee report to the Accounting/Budget Committee report.

- In the Activities Committee report the wording was changed to reflect that the staff recommended the recipients, Activities Committee nominated and the Board voted on the volunteer award recipients.

Executive Committee – Anne Pankratz, Chair

- Did not need to meet

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

- Did not need to meet

Fundraising Sub-Committee – J. Buchanan, Chair

- Did not meet – Buchanan & S. Bowen will talk to set up a meeting.
- Buchanan & S. Bowen will talk with Parrillo about when the PAC letter goes out and how we could encourage them to support WMFC through the PAC.
- Parrillo tried to change the drop-down box in the PAC donation system to WMFC and it worked – WMFC received his donation.

Strategic Growth Committee - Dave Parrillo, Chair

- Received a call this past week about two preschool programs closing (Shepherd & St. Louis), the Midland County ESA has asked if we are interested in providing these programs. We are looking into the option, no answer at this point.
- Would like to see a discussion happen outside of this meeting about NMFC/Coleman – committee to discuss (B. Bowen, Dorrien, Lauderbach, Parrillo & Love).

Investments – B. Dollard, Chair

- Did not need to meet

Accounting / Budget Committee – C. Coons, Chair

- Did not need to meet
- Coons reviewed the balance sheet with the board (see sheet in packet).
- Coons proposed we move \$110,000 excess from the 2015 budget to 2016 budget.
 - J. Lauderbach - motion, D. Parrillo - 2nd, all board members agreed
- Audit visit was awesome again! They were here for three days – record short visit.
- Discussion about investing the \$1,000,000 that is in the bank for the expansion, concerns about the market crashing and losing the money. Jason Green is looking into the bank giving us a better interest rate.
- Dollard & Brock working on the monthly paperwork together.

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

- Having been looking into the 5th year students, more students taking advantage of this program. Mike Sobolewski is making a plan on how they can still stay involved with COP for that 5th year.

- Jim Hop has joined the COP Board.

Activities Committee – A. Pankratz, Chair

- Red Carpet Volunteer Event was wonderful – great turn out!

Facilities/Expansion Committee – B. Bowen, Committee Member

- Had a very good meeting, we feel confident with Three River's heading the project.
- A group went to see how the bowling system works on tethers, feel this is a good system.
- Hoping to have everything finalized by July, once finalized any changes could be a cost.
- McMillan – An engineering consulting firm will be looking at the mechanical systems of the building and will make recommendations on how we should move forward with heating, well, etc.

Human Resources Committee A. Schmitz, Committee Member

- UW recently conducted a salary & benefits survey, Dorrien & Schmitz are going to look through the survey to see what opportunities there could be for WMFC.
- Dorrien is still reviewing the proposed updated Personnel Manual, it will then be passed on to Schmitz to review and a discussion will happen before it is finalized.
 - Most are updates that needed to be made since the last version, there are not major policy changes at this point.

Communications Committee – W. Traschen, Chair

- Revised an ad for us for the Youth Connections magazine.
- Would like to recognize B & B for all the work they do for us and others in the community.

Auxiliary Committee – G. Dorrien, Committee Member

- Terminated the Bingo concession person, he was a contracted person. There have been issues between him and the volunteers, it turned into an argument last week. We paid him for the next two weeks that in his contract we had agreed to, he is looking for more money – I will let you know how it turns out.
 - This past weekend we had Blackjack's Pizza come provide pizza, we will continue with this plan – the Bingo players had good comments.

Executive Director's Report - G. Dorrien

- Announced the UW Spirit of the Community Awards, the WMFC nomination of Jeremy & Tammy Screw will be receiving the Shining Star Award. If you would like to attend the ceremony contact Missy Finney by Friday, May 6th by noon.
- The Holiday Wishes Gala was a great success, WMFC was one of the recipients of the donations. Melina Garcia from WMFC participated & helped plan the gala.

Board member, advisor, and staff comments:

- Are we part of Give Local? We cannot participate because the funding we have there is scholarship funds, not endowment funds.
 - Midland County ESA has a preschool endowment fund that WMFC receives funds through if you would like to donate to that fund.
- No planned meeting over the summer, if one is needed we will let you know.

Motion to Adjourn A. Schmitz /D. Parrillo Meeting adjourned at 8:45 pm by Pankratz.

The next meeting is scheduled for **Monday, September 12, 2016 (Note this is the second Monday of the month)** at 7:00 pm. at the West Midland Family Center.

Respectfully submitted,
Missy Finney