

**Minutes of the Monday, January 11, 2016
West Midland Family Center Board of Directors Meeting**

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

Excused:

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**

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

Pankratz called for Public Comments – A student from BC schools was here to observe a Board Meeting for a class (this student also happen to be a Dow COP student).

Staff Report: Mike Sobolewski – Update on Dow COP students and activities.

Motion to approve the Minutes of the November 11, 2015 Board Meeting

Motion J. Lauderbach / 2nd J. Weiler

Executive Committee – Anne Pankratz, Chair

Nominations for Executive Board:

- Vice-President – Bill Bowen
- Secretary – Rod Dishaw
- Treasurer – Ron Brock
- A. Schmitz – Member at large
- President – Anne Pankratz (approved at the November 11, 2015 meeting)
- All nominations were accepted with J. Weiler making the motion and J. Lauderbach 2nd the motion.

Reviewed the new committee structures and who is on each committee.

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

- No meeting

Fundraising Sub-Committee – S. Bowen, Chair

- Reviewed the year-end donations, as compared to the previous years – discussed how the donation requests went out (new cards vs. the old letter version), how donors paid (check or credit card), etc.

Strategic Growth Committee- Dave Parrillo, Chair

- Greg has met with the Gerstacker Foundation, hoping to have a meeting in early February with the Strosacker Foundation.
- We do have the design contract for the expansion, looking to sign that soon for the work that Three Rivers has already done for us. The general contractor bid process will hopefully go out by spring.
- We have received half of the Dow Foundation commitment for the expansion.

Investments – B. Dollard, Chair

- Met with Azimuth, we are confident with the investment plan. Very pleased with the report and their plan/strategy for money we were gifted.

Accounting / Budget Committee – C. Coons, Chair

- Approved the employee bonuses via email.
- Looks like a good end of year with the budget.

Dow COP Committee – B. Bowen, Chair

- Bill Bowen was elected Chairman by the COP Board at their last meeting.

Activities Committee – A. Pankratz, Chair

- Change for this year to the volunteer awards, this will happen in April (volunteer month). Plans are in the works and we will let you know at the March meeting the details & date.

Facilities Committee – G. Dorrien, Committee Member

- The upgrades that we are looking at for the old portion of the building will be put into the expansion plans (new well, electrical, heating, security upgrades). If there are changes to any of these upgrades it will come out of the expansion budget that we had to raise.

Human Resources Committee A. Schmitz, Committee Member

- Did not meet, emailed about the staff bonuses.

Communications Committee – W. Traschen, Chair

- Did not meet.
- When Wendy is emailed she always makes sure that what we are asking for gets done.

Auxiliary Committee – G. Dorrien, Committee Member

- Having difficulty finding a new chairman, may see Bingo close if a chairman is not found soon.
- Chairman is responsible during the Bingo evening, paperwork and reporting to the state.

Executive Director's Report – G. Dorrien

- See Greg's report in the January 2016 Board Packet.
 - Updates to the childcare wing.
 - No major downsizing to any of our programs.
 - Partnership with Kiwanis for 2nd Three's preschool program.
 - COP sent all students to college.
 - Revised the UW presentation.
 - Sharing Tree changes – had to be part of WMFC program to receive gifts here at WMFC.
 - Part-time Human Resources added to the staff
 - Received 90% of monetary gift.
 - Plans for expansion.
 - Matching grant extended
 - Thanks to EJ, Ben, Sally & Gene for being on the board.

Board member, advisor, and staff comments:

- Thank you to those that have volunteered their time and talents on the board for the last few years.

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

The next meeting is scheduled for **Monday, March 7, 2016** at 7:00 pm. at the West Midland Family Center.

Respectfully submitted,
Missy Finney