

**Minutes of the Tuesday, May 2, 2023 (Online Zoom Meeting)
West Midland Family Center Board of Directors Meeting**

Board Members: **B. Dollard, B. Alba, M. Metcalf, C. Allemang, C. Coons**

 A. McGinnis, J. Traschen, J. Moses

Excused: D. Parrillo, W. Mayton, G. Wilson,

Advisors: **B. Schmidt, B. Dostal, S. Bowen, B. Bowen, A. Schmitz, T. Misner, G. Bergtold**

Staff: **G. Dorrien, M. Finney, M. Sobolewski, Chelsea Davis, Helen Roth, Vicki Sansote, J. Green**

Dollard called the meeting to order at 6:12 P.M. with C. Coons reading the Mission Statement.

Dollard called for Public Comments – Board would like to do something for Jason, as his wife passed this week. Ben, Greg and Missy will come up with something.

Upcoming WMFC Events:

- WMFC has been hosting monthly Surplus Food/Goods Distributions – if you are interested in volunteering talk to Helen.
- Surplus Food Distribution
- Surplus Produce set up time is 2:00 (Most Monday, Wednesday & Friday's)
- Pool will be opening in June
- Summer Program will run June – August, Monday - Thursday
- Camp Neyati planned for this July

Staff Report: Ben Larsen presented an updated master plan proposal for a possible expansion.

- B. Alba made a motion for the next step in the expansion plan to be Executive Director, G. Dorrien write a formal proposal of the expansion plan to be voted on by the board via email.
 - C. Coons 2nd the motion
 - The board members present unanimously approved

Motion to approve the Minutes of the March 3, 2023 Board Meeting

Motion C. Allemang / 2nd C. Coons / Approved Unanimously

Investments – D. Parrillo, Chair

- Did not meet

Accounting / Budget Committee –B. Alba, Chair

- The committee formally approved the budget for 2023.
- We are starting the year with \$200,000 deficit – optimistic we will raise these funds.

Dow COP Committee – G. Dorrien Committee Members

- A student from COP and another student that Haley knows made a visit to Hiram College, they both were accepted and will be receiving \$22,000 scholarships this year and possibly per year to attend.

Facilities Committee – G. Dorrien Committee Members

- B. Larsen presented the plan for a possible expansion of childcare rooms, a distribution center and updating a few HVAC needs.

Human Resources Committee – A. McGinnis, Committee Member

- Did not meet
- Had general HR discussion with J. Green throughout the last two months.

Communications Committee – J. Traschen, Chair

- We have had a nice transition from Susan to Mike with our communication needs.
- Created a different version of the logo to fit an ad that needed a square format.

Auxiliary Committee – G. Dorrien, Ex. Director

- Bingo is back up and running after we had mechanical issues with equipment that is 20 years old – this equipment is now replaced with an updated version.

Executive Committee – B. Dollard, Chair

- Did not meet

By-Laws – M. Metcalf

- Did not meet

Nominating Sub-Committee – Greg Dorrien, Chair

- Did not meet

Executive Director's Report – G. Dorrien

- Did not meet
- See report in board packet
- If there is a need for a meeting prior to the September 5, 2023 scheduled meeting, board members will be notified.

Board member, advisor, and staff comments:

- Was suggested that we change the wording from “food distributions” to “feeding the community” when we are placing ads or taking about the food programs.
 - Also suggested that we should add something to the WMFC mission about feeding the community as part of the mission.
 - J. Traschen will put some wording together and bring it back to the board.

- Are volunteer groups back at levels they were prior to the pandemic?
 - There is a new United Way Dow volunteer coordinator, Helen met with him and we have started to get volunteers through their portal.
- Board discussed how the group would meet for regular board meetings – was agreed to meet at WMFC during the good weather days and meet via Zoom on bad weather dates – seasonal plan.
 - Would also like to try a hybrid version for those that cannot make it in person.
 - M. Sobolewski and J. Green will look into options to offer the hybrid version – will reach out B. Alba or J. Traschen on what they use in their offices.

Motion to Adjourn M. Metcalf / A. McGinnis Meeting adjourned at 7:50 pm by Dollard.

The next meeting is scheduled for **Tuesday, September 5, 2023** at 6:00 pm. at the West Midland Family Center.

Respectfully submitted,
Matt Metcalf / Missy Finney