



Tipp Monroe Community Services, Inc.
Board of Trustees Meeting Minutes
June 17, 2010

In Attendance

Officers: Carli Amlin Dean, President
Steven Pierson, Vice President
Deb Jackson, Treasurer

Trustees: Denise Gross
Patrick Hodges
Sarah Muldowney
David Mihalyo

Staff: Kathy Taylor

Guests: Brooke Bowerman

The meeting was called to order at 6:35 p.m. by Carli Amlin Dean.

A motion was made by Pat Hodges to approve the agenda, seconded by Denise Gross. All approved.

Secretary's Report

The May minutes were reviewed. A motion was made by Dave Mihalyo to accept the minutes, seconded by Steve Pierson. All approved.

Treasurer's Report

Deb Jackson reviewed the May treasurer's report. A motion was made by Pat Hodges to accept the report, seconded by Denise Gross. All approved.

Advisory Committee Announcements

Tipp-Monroe Optimists: Deb Jackson reported that they gave two \$1,000 scholarships. Bradley Bruns was selected as Student of the Year.

Downtown Partnership: Current news and events are posted on their website at www.dtcp.org

Board Committee Reports

Corporate: The committee report is attached.

Arts Council: The committee report is attached.

Finance: Work continues on the budget. The budget will be presented to the Board at the July meeting.

Membership/Media Relations: The committee report is attached.

Personnel: The committee recently completed Kathy Taylor's six month review.

Programs: The committee report is attached.

Social Services: The summer lunch program begins June 28. The committee will be meeting next week.

Director's Report

The report is attached.

President's Comments

Carli Amlin Dean encouraged Board members to attend various events and community meetings to represent TMCS. She also reminded the Board that the August meeting will be intense as there will be a lot of information presented for review that will be voted on at the August meeting.

Carli also brought up the need for the TMCS Director to have the ability to transfer finances into a more properly utilized venue. The Director could communicate with the TMCS Treasurer, then the Finance Committee and finally the Board if needed. A motion was made by Carli that the Director be authorized to transfer finances into a more properly utilized venue as needed, seconded by Pat Hodges. All approved.

Current/Old Business

Quarterly meetings: City, School, Township: Discussion was held on Board members attending Tipp City Council meetings, Monroe Township meetings and school board meetings once a quarter. Kathy will circulate a schedule.

Adjournment

A motion was made by Carli Amlin Dean to adjourn the meeting, seconded by Pat Hodges. All approved.

Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Sarah Muldowney

Acting Secretary

**Tipp Monroe Community Services, Inc.
Director's Report
June 2010**

Educational

- Community Connection delivered the week of May 3rd, to every household in Tipp City and Monroe Township
- Summer Term: 6 weeks of summer playgrounds, variety of sport classes, and many other activities for people of all ages.
- Constant Contact: As of June 15th: 1088 emails sent – 293 opened (27% opened)

Website Stats: June 15th: Visitors this Week: 116, Visitors last week: 339; Visitors Last Month: 1519; Visitors this Month: 718; Total Visits 58082.

Recreational

- Met with the Select Basketball Coordinators and discussed the upcoming year.
- Colleen and I met to discuss the possible changes to our recreational basketball league.
- Run for the Mums: Saturday, September 25th, 2010, 8 AM, Tipp City Park. A.O. Smith and Meijer will be our main sponsors, with a number of other businesses contributing to the event. Mary Butts has volunteered to assist with the run.

Past Events:

- Memorial Day Parade was held on Monday, May 31st, with over 75 bikes participating in the parade.
- Canal Music Festival was held this past weekend and over 100 people attended the event.

Upcoming Events

- June 19th: Safety Day – 9 AM – 3 PM Sponsored by Voss Honda, McDonalds of Tipp City and Tipp Monroe Community Services. All three groups are working together on this event and it will include – helmet giveaway, bike rodeo, area agencies will have displays at Voss Honda and much more.
- Antique and Artisans, Saturday, June 26th, 9-5 PM, Downtown
- Family Bike Ride: July 24th, 9-11 AM, meet at the City Park Parking Lot (Down from the Swimming Pool)
- August 7th: Chalk Contest – Downtown -10-12 noon: Registration is required.
- Race Around Tipp, Sunday, August 8th, 2-6 PM

Staff Reports

Colleen Renner

- Continue to review and update Community Relief Files
- Welcome Bags: collecting items for the bags and arranging delivery of bags
- Looking into taking a 2007 Microsoft Word Seminar.
- Working on the 2010-2011 3rd-12th grade Youth Basketball Program.
- Organizing the Bike Rodeo for Safety Day on June 19th.
- Continue to assist customers and staff when needed.

Carol English

- The Lunch On Us program continues to take shape. New Path, Salvation Army and Needy Basket are making large food donations. Spring Meade, Sam & Ethel's, Ladies of the Skillet at the Lutheran Church, Panera Bread and Carl's coupon group are also making donations or assisting with purchases. Volunteers are slow, but coming in. Posters have been put up around town and in areas of interest to attract school age children. I am meeting with reporter on Thursday to get an article in the paper also. I am pleased with how this is coming along and am hopeful for a good turnout.
- The Amazing Race is full. We have had 10 teams. I will be planning another race in the future because this one was a hit. Maybe increase the number of teams? I will have to do some research on this to see where I would have the party afterwards to accommodate more people. We would still limit it in some way though.
- I have been helping Katie by looking through the summer camp programs and either finding crafts and games or making suggestions. I have not been helping as much due to the Lunch On Us program taking most of my time.
- I have been getting use to my new computer and area. I love it. Thank you!

Katie Sonnanstine

- Daily and weekly duties including but not limited to: instructor contracts, preparing packets for instructors with surveys and questionnaires.
- Continue to feed information to Liz to add to Face Book
- Prepared weekly Press Releases and sent to the newspapers.
- Met with Program Committee to discuss summer programs.
- Met with Public Relations Committee
- *Worked on Tuesday and Thursday, May 18 & 20 for evening registration.
- Printed and delivered Summer News Flash flyer to schools.
- *Assisted Colleen with the Bridge and Euchre party on June 2
- Interviewed applicants for summer positions
- Hired summer workers, wrote contracts, held orientation
- Ordered t-shirts
- Scheduled summer staff
- Created summer park program (still in process)
- Shopped for supplies
- Picked up items from storage closet for Roundhouse
- *Assisted Kathy with the Business Expo on may 25 from 3-7 pm

*Evening Meetings

General Information/Community Projects/Social Services

- Working with the American Red Cross and Tipp City United Way on securing a location and volunteers for the Volunteer Reception Center (VRC). Visited seven possible locations for the VRC in Tipp City. As of right now we have 31 volunteers and need another 10-15 volunteers.
- Working on the 2010-2011 Budget – will be distributed at the July Board Meeting for review and voted on at the August Meeting.
- The new computers are up and running.
- Starting to work on a Service Count for all of our activities and responsibilities.

Community Relief: September-May: Income: \$8333.37; Expenses: \$6643.04.; Total Assisted: 81

Meetings attended by the Director:

Saturday, May 22 nd , 2010	Community Planting*
Monday, May 24 th , 2010	Staff Meeting
Tuesday, May 25 th , 2010	Business Showcase*
Monday, May 31 st , 2010	Memorial Day Parade*
Tuesday, June 1 st , 2010	Senior Day – Night Sky Staff Meeting Select Basketball –Meeting
Wednesday, June 2 nd , 2010	Michelle Hertz – Proforma Mary Butts – Harrisons
Thursday, June 3 rd , 2010	PR Committee Corporate Committee*
Monday, June 7 th , 2010	Staff Meeting
Tuesday, June 8 th , 2010	Evaluating a Volunteer Program Arts Council Meeting*
Wednesday, June 9 th , 2010	Playground/Sports Orientation Meeting Mum Festival*
Thursday, June 10 th , 2010	Program Committee Safety Day – McDonalds
Friday, June 11 th , 2010	Director’s Review
Saturday, June 12 th , 2010	Farmer’s Market*
Monday, June 14 th , 2010	Canal Music Festival* Staff Meeting Lunch Program Basketball & Safety Day – Colleen Home Tour*
Tuesday, June 15 th , 2010	Volunteer Meeting: Run
Wednesday, June 16 th , 2010	AIB Sroptimist*
Thursday, June 17 th , 2010	Nancy Bowman – Lunch/TMCS Board of Trustees *
Friday, June 18 th , 2010	Continuum of Care
Saturday, June 19 th , 2010	Safety Day

*Denotes Afterhours

Public Relations/Membership Committee Report

The PR /Membership Committee met on June 3, 2010: Kathy Taylor, Denise Gross, Lexy Nesbitt

The following items were discussed:

1. Welcome Bags- Working on new design and sponsors. (Lexy Nesbitt) Revising sponsorship letters. (Denise & Kathy) Completion Date: July 20, 2010
2. Fall Media Blitz- We are organizing a media blitz for the fall. (Committee) Ordering pens, fans, balloons, etc. Participating in the Mum Festival Parade.
3. Update Brochure- Current Brochure is being reviewed and updated. (Lexy Nesbitt)
4. Monthly Articles- Meeting with school contact to coordinate student written articles. (Carli Amlin Dean)
5. Project Book/Media List- (Staff) Completion Date: July 1, 2010
6. Update TMCS Folder- Shingle pages are finished and folders are being updated.

Respectfully Submitted by Denise Gross

Program Committee Report

The "program committee" did meet on Thursday, June 10th at 11:00 am in the TMCS conference room (and always watch your step when entering). In attendance were Kathy Taylor, Katie Sonnanstine, Carli Amlin Dean, Dave Mihalyo, Robyn Crow, Jill Nesbitt and Patrick Hodges (chair). Items of business included, but not limited to:

1. We reviewed the enrollment figures for the Spring/Winter session and the figures were encouraging, especially when compared to the 2009 numbers. There was an increase of 989 participants during the 2010 session with the majority of those coming from "special projects". There was a noticeable decrease in the "adult education" classes with an off-setting increase in the "adult exercise" classes. It was noted that we are offering many "new" classes which is a good thing. However, by taking chances with new classes, the cancellation percents often increase, which did occur.
2. Early Summer enrollment numbers were reviewed and although it is too early to know for sure, the enrollments thus far are definitely behind this time last Summer, especially in the "youth sports" area.
3. The survey results from the Winter/Spring session were discussed based on the newly revised "registration" survey and the general "community" survey. The highlights of the results will be shared with the board at our next meeting (17th).
4. The 2009-2010 strategic plan for the "program committee" was distributed so the committee members could review it before our July (8th) meeting, at which time we will make the recommended changes, if any !
5. And as always, Katie reminded everyone that if you have any "new" program ideas for the Fall session, give her a call or stop by before August 1st.

It should be noted that our next meeting date went from July 8th to July 15th but has now been changed back to Thursday, July 8th at 11:00 am due to scheduling conflicts.....the meeting was adjourned at 12:01....the minutes were respectively submitted by Patrick Hodges and all errors and /or omissions were either unintentional or due to me not paying attention or related to an "age" thing.

Mission

To identify by whatever means, the needs and desires of the community and then attempt to find the resources which can provide these needs

Corporate Committee Goals

- TMCS will address the challenge of maintaining current facilities and finding new facilities as new programs are introduced
 - Review current resources and determine availability
 - Constant search for prospective facilities to accommodate programming

Action Plan and Timeline:

1. Will re-evaluate as necessary.

Other Updates:

1. Update of TMCS Code of Regulations
 - Committee meeting held on 04/22/10 to review current Code and make revisions.
 - Committee meeting held on 06/03/10 to review changes. Additional revisions made.
 - Next Committee meeting scheduled for 06/30/10.

Completions:

Tipp City Area Arts Council Report

Board Meeting June 8, 2010 - The TCAAC is dedicated to the promotion, development and support of the visual, musical, physical and literary arts in the Tipp City area.

*Promotions committee headed by Rebecca Woodward is updating our web page. Rebecca is also producing a great monthly newsletter.

* Visual Arts

- Studio 14 is featuring "It's A Guy Thing" for June
- Student Art Class "Look At Me" produced 30 pieces of Art work now hanging at Studio 14
- "Re-Max is Art"; ongoing art displays at Re-Max on 25A
- "Art for Kids" will be offered by TMCS in July and August
- "Trashasaurus Rex" is in the beginning stages. Call Molly Spencer to get involved

* Musical Arts

- The Canal Music Fest is ready for June 12. JJ Slanker and her Committee have a great evening planned
- Antique and Artisan Show on June 26 will include dancing, music and other entertainment.
- Molly Spencer was helping with that the Tipp Players have a Dinner Theatre planned for August 20 at the Zion Lutheran Church.

* New business

- Guest speaker Mary Kilpatrick explained the activities of the Ohio Plein Air Society and proposed that TCAAC put on a "Paint Out"
- TCAAC will have a weekly booth at the Tipp City Farmer's Market

These meetings are fun to attend with ideas swirling around the room. The above listing reported only "the tip of the iceberg". You are invited to attend. They are held on the 2nd Tuesday of the month at 6:30 in the Tipp City Board of Education Office building.