



Tipp Monroe Community Services, Inc.
Board of Trustees Meeting Minutes
August 19, 2010

In Attendance

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

Trustees: Denise Gross
Patrick Hodges
Sarah Muldowney
David Mihalyo

Staff: Kathy Taylor

Guests: Joe Gibson

The meeting was called to order at 6:30 p.m. by Carli Amlin Dean.

A motion was made by David Mihalyo to approve the agenda, seconded by Sarah Muldowney. All approved.

Secretary's Report

The June minutes were reviewed. A motion was made by Pat Hodges to accept the minutes, seconded by David Mihalyo. All approved. Due to the lack of a quorum, the July meeting was not held.

Treasurer's Report

The June treasurer's report was reviewed. A motion was made by David Mihalyo to accept the report, seconded by Sarah Muldowney. All approved.

The July treasurer's report was reviewed. A motion was made by Pat Hodges to accept the report, seconded by Sarah Muldowney. All approved.

Advisory Committee Announcements

City of Tipp City: Joe Gibson reported that council is discussing whether to go ahead with the downtown holiday lighting at a cost of \$20,000 to \$30,000. Monies from the electric fund are used to pay for the lighting. The capital improvement plan is being discussed. The budget process will begin in September. The new garbage pick-up contract has been approved.

Downtown Partnership: They are gearing up for HarvestFest. For more details go to their website at www.dtcp.org.

Board Committee Reports

Corporate: The committee report is attached.

Arts Council: The committee report is attached.

Finance: They have been working on the budget which will be presented later in the meeting.

Membership/Media Relations: The committee report is attached.

Personnel: The committee has not met since the last Board meeting.

Programs: The committee report is attached.

Social Services: The committee met in July and is on track to complete goals for the year. The summer lunch program did well with 1,084 meals served - a job well done by Carol English. Goals for next year were discussed.

Director's Report

The reports are attached.

President's Comments

None

Current/Old Business

Quarterly meetings: City, School, Township: Kathy Taylor reported she attended the Monroe Township meeting on 08/16/10. She will attend a school board meeting in September and then the city meeting. The Tri-agency meeting will be held on 08/30/10 at the city building.

Budget: Kathy Taylor reviewed the 2010-2011 budget. Expenses have been reduced as much as feasibly possible without affecting the services TMCS provides to the community. After discussion, a motion was made by Pat Hodges to accept the budget, seconded by David Mihalyo. All approved.

Strategic Plan: Each committee chair reviewed their committee's goals for fiscal year 2009-2010. Each committee chair is to provide Kathy with their goals for the new fiscal year so she can update the strategic plan for fiscal year 2010-2011. The Board will review and vote on the 2010-2011 plan at the next meeting.

Adjournment

A motion was made by Deb Jackson to adjourn the meeting, seconded by Sarah Muldowney. All approved.

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Carol Helman

Secretary

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

Educational

- 2010 Summer Term – It is hard to believe that it is July and we only have 3 weeks left of our summer playgrounds. As of July 7th, 393 participants have registered for our summer programs.
- Katie Sonnanstine has begun to work on the 2010 Fall Term. If you have any class ideas, please send the information to our office.
- On June 8th, a group of volunteers planted 100 flowers at the Rain Garden, located at the Monroe Township Garage.
- The American Red Cross received an area grant that allowed them to charge only \$10 per child (regular price \$40) for Babysitting. This summer their goal was to train 200 children, as of right now, all of their Babysitting classes are full.
- Over 90 children participated in the Safety City Program. This program is sponsored by the Community Minded Women, with assistance from TMCS, Police, Fire and the Tipp City Schools.

Website Stats: As of July: Visitors Last Month: 1311; Visitors this Month: 456; Visitors last week: 274; Visitors this week: 67; Total Visits 59131

Recreational

- The 32nd Annual Run for the Mums will be held on Saturday, September 25th, 8 am at the Tipp City Park. This year we will be using Speedy Feet for the finish line and to help us with online registration. Another exciting item, we have a volunteer who is helping to organize the run – Mary Butts.

Social Services

LUNCH ON US! (Summer Lunch Program)

We are currently in the third week of our Summer Lunch Program and have provided over 200 meals to area children and their parents.

- First Week: June 28th: 108 children, 8 adults
- Second Week: July 5th: 76 children, 6 adults
- Third Week: July 12th ONLY: 18 children

Past Events

- June 19th: Safety Day – 9 AM – 3 PM: Sponsored by Voss Honda, McDonald's and Tipp Monroe Community Services. Eighty-One children and their parents visited our booth.

Upcoming Events

- July 24th – Family Bike Ride (10 miles) – 9 am -11 am: City Park (old ball fields) to Troy.
- August 7th: Chalk Contest – Downtown: 10-12 noon: All ages: watch for further details
- Race Around Tipp has 10 teams (4 per team) that will compete for the top honor. The Race will take place on Sunday, August 8th and will test the skills and knowledge of each participant.

Staff Reports

Colleen Renner

- Ordered all Background Checks for all Volunteers for lunch program. And setting up folders for each individual.
- Safety Day Sat. June 19th (very hot)! Bike Rodeo was slow but passed out 81 bags with our pencils and bike safety brochures.
- Working on Run for Mum donations for prizes.
- Sending out over 250 Run for Mum registrations.
- Assisted with the Lunch on us program.
- Working on locking in a gym to rent for basketball season.
- Preparing to lead the Family Bike Trip on Sat. July 24th
- Working on quotes for bus trip in fall! Looking at Yellow Springs Street Fair Sat. Oct 9th or Browns Game at Paul Brown Stadium 12/19 (GO Browns!)
- I am also taking a class on line Microsoft word 2007 with UVJVS – Adult Division.
- And the everyday duties answering phones, helping customers sign up for classes or community relief. And assisting in office when needed.

Carol English

- The Lunch On Us program is going well. The word is out and the participants are coming in slowly but the numbers are increasing and we are seeing different faces. On Monday July 5th we served a young man who has special needs due to a learning disability. He is 15 years old and voiced that he wanted to get a job to do something nice for his mother because she is a good woman and needs to have a day at the spa, he also said he need to save his money to buy a bile so he can get a job. The volunteers working put their heads together.... One donated a bike for him and the other donated her services as a hair dresser and gave his mom a day at the spa. We packed up dinners for him and delivered them to his home. He said that his was the best day of his life and his prayers had been answered. He also asked us about services at the church and so we gave him information to take to his family. The volunteers that day felt that this young man had touched their hearts so deeply.... What they didn't realize is that their generosity and love touched that young man and gave him a sense of freedom(his new wheels), pride(because he had a hand in making his mother feel good, her day at the spa) and his level of exercise has been greatly increased because he has been riding the bike path and enjoying the outdoors. This is why we are doing this program. To touch lives and leave a positive impression.
- The Amazing Race is full. Working on getting the race ready to run. Coming together well.

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 Public Relations Committee
- Supervise and schedule summer workers
- Visit Roundhouse/ take photos for papers
- Plan camp activity weeks
- Shop for supplies
- Make rosters and pull medical releases for classes & camp
- Keep website updated with closed and cancelled classes
- Send e-mails for online registration to collect money and medical release forms
- Arrange for readers at camp and select books

- Cleaned up office store room where camp supplies are kept
- Packed up materials to take to offsite storage
- Prepared sports manual for soccer camp

Monthly Meetings attended by Director:

Saturday, June 19 th , 2010	Voss Honda safety Day*
Monday, June 21 st , 2010	Social Service Committee* Staff Meeting
Tuesday, June 22 nd , 2010	Circles of Hope
Saturday, June 26 th , 2010	Antique & Artisans Show*
Sunday, June 27 th , 2010	America in Bloom*
Monday, June 28 th , 2010	America in Bloom Dinner*
Tuesday, June 29 th , 2010	American in Bloom Tour & Lunch
Wednesday, June 30 th , 2010	Served at Rotary Corporate Committee*
Thursday, July 1 st , 2010	PR Committee Home Tour*
Saturday, July 3 rd , 2010	Farmer's Market*
Tuesday, July 6 th , 2010	Summer Lunch Program Meeting
Thursday, July 8 th , 2010	Program Committee
Saturday, July 10 th , 2010	Farmer's Market – TMCS
Monday, July 12 th , 2010	Home Tour* Finance Committee*
Tuesday, July 13 th , 2010	Home Tour Arts Council*
Wednesday, July 14 th , 2010	Monroe Township – EPA Meeting Mum Festival*
Thursday, July 15 th , 2010	A.O Smith Board of Trustees Meeting*
Saturday, July 24 th , 2010	Family Bike Trip*

*Evening Meetings

General Information/Community Projects/Social Services

- Working with the 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 10-20 volunteers to properly man the VRC. TMCS & United Way will be meeting with the Miami County VRC to start our first phase of planning for the Tipp City VRC.
- Working on a Service Count for all of our activities and responsibilities.
- The America in Bloom judges visited Tipp City on June 28th and 29th. After two days of touring our town, we will hear in September how we did compared to other city's our size.
- As a Soroptimist member, I volunteered to serve Rotary on Wednesday, June 30th.

Meetings attended by the Director:

Monday, April 5 th	Staff Meeting
Tuesday, April 6 th	Tipp City United Way Representative Tipp Pride Day/Day of Caring Wendy Wen – National Honor Society
Thursday, April 8 th	Program Committee
Friday, April 9 th	Meeting with Dr. John Kronour
Saturday, April 10 th	Monroe Township Recycling*
Sunday, April 11 th	Coaches Certification: Baseball*

Monday, April 12 th	Staff Meeting
Tuesday, April 13 th	Orienting Volunteers
	Arts Council*
Wednesday, April 14 th	Rotary
	Mum Festival*
	United Way Review*
Thursday, April 15 th	TMCS Board of Trustees*
Saturday, April 17 th	Tipp Pride Day*
Monday, April 19 th	Staff Meeting
	Summer Lunch Program
Tuesday, April 20 th	Senior Citizen Day
	Miami County Foundation*
Wednesday, April 21 st	Volunteer Luncheon
	Soroptimist*
Thursday, April 22 nd	Corporate Meeting*
	VRC Meeting - Deb

*Denotes Afterhours

Tipp Monroe Community Services, Inc.
Director's Report
July/August 2010

Educational

- The 2010 Summer Term is coming to a close and the 2010 Fall Term is fast approaching. Over 600 people participated in a variety of our summer programs. A complete report for the 2010 Summer Term will be available at the September 16th, Board Meeting.
- Katie Sonnanstine has begun to work on the 2010 Fall Term. If you have any class ideas, please send the information to Katie.
- On June 8th, a group of volunteers planted 100 flowers at the Rain Garden, located at the Monroe Township Garage. Go check it out!
- The American Red Cross received an area grant that allowed them to charge only \$10 per child (regular price \$40) for Babysitting. This summer their goal was to train 200 children, as of right now, all of their Babysitting classes are full.
- Over 90 children participated in the Safety City Program. This program is sponsored by the Community Minded Women, with assistance from TMCS, Police, Fire and the Tipp City Schools.
- In the past few months, a number of articles about our Summer Playgrounds and TMCS have been published in the local papers.

Website Stats: As of August 4th: Visitors Last Month: 1212; Visitors this Month: 214 Visitors last week: 274; Visitors this week: 280; Total Visits 60101

Recreational

- The 32nd Annual Run for the Mums will be held on Saturday, September 25th, 8 am at the Tipp City Park. This year we will be using Speedy Feet for the finish line and to help us with online registration. Another exciting item, we have a volunteer who is helping to organize the run – Mary Butts.
- Summer Chalk Contest was held on August 7th, children participated in this annual event.
- Race Around Tipp was held on Sunday, August 8th with 10 teams (4 per team) participating for the first place prize. A variety of skills and talents were used during this event.

Social Services

LUNCH ON US! (Summer Lunch Program) for the Summer of 2010 has come to an end. Over 1000 meals were served to the children of Tipp City and Monroe Township

Past Events

- June 19th: Safety Day – 9 AM – 3 PM: Sponsored by Voss Honda, McDonald's and Tipp Monroe Community Services. Eighty-One children and their parents visited our booth.

Upcoming Events

- Run for the Mums: Saturday, September 25th, 8 am at the Tipp City Park
- Historic Tipp City Paint Out: Saturday, October 23rd, 9 am, downtown Tipp City.
- Halloween Parade & Costume Judging – October 25th, 2010

Staff Reports

Colleen Renner

- Data Entry for Home tour cards

- Run for Mum, calling for donations.
- Still working on bus trip for the fall.
- Worked with UVMC and was able to get another \$400.00 donations for walking shirts.
- Re-designed the format for all basketball rules into a publisher brochure.
- Updated the Basketball registration form and getting ready for mailing.
- Calling and sending out letters for the Bridge/Euchre Clubs.
- Assisted with Carol on last day of lunch program to help pass out school supplies.
- Online class word 2007 (can do at my own pace and when I have time)
- And the everyday duties answering phones, helping customers sign up for classes or community relief. And assisting in office when needed. Also assisting other organizations copies and phone calls.

Carol English

- **Summer Lunch Program-** The Summer Lunch Program ended August 6th serving 956 lunches to area children. There were also 128 lunches served to adults that brought the children. Each day a hot meal was served along with fruit, vegetable and desert. Each day the children were offered a bag full of chex mix and granola bars or a piece of fruit to take home with them. Everything went very well; the Pastor at TCUMC had lunch with the children several days and has welcomed our program with open arms. We had many great volunteers that helped in the kitchen and have expressed the desire to return and help again next year. Each week an area church sponsored that week, they helped with kitchen duties and putting on some kind of program after the meal. The last week was reserved for getting the kids ready to go back to school. Health Park Dentistry came and gave a demo and handed out toothbrushes and paste. Staff read to the kids about first day jitters at school. The last day was for book bag giveaway and school supply giveaway. I am looking toward next year and wanting to expand the program. I am thinking about an 8 week program and feeding Senior Citizens one day a week???
- **Amazing Race-** The Amazing Race was held August 8th. The race was a great success. The teams enjoyed the race so much they all wanted to sign up for the next one. This event will happen again next year.

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.
- Made frequent visits to summer programs at the park, took photos, introduced guests.
- Met with Public Relations Committee
- Supervised and scheduled summer workers
- Gathered supplies for camps/shopping
- Completed programs for camp
- Made rosters and pulled medical releases for classes & camp
- Kept website updated with closed and cancelled classes
- Send e-mails for online registration to collect money and medical release forms
- Sent letters and made phone calls to instructors for Fall brochure.
- *Assisted with Race around Tipp/ day of support, asked for door prizes, typed paperwork.
- Helped with lunch program, read to the children.
- Gave Fall information to Foodtown for check-out registers.
- Created new front page for website advertising fall classes
- Made certificates and signage for Chalk Walk contest.
- Started interviewing for building supervisors.

- Sent letters to former employees for fall hiring of supervisors.
- Took Digital Photo class.

Monthly Meetings attended by Director:

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Sunday, June 27 th , 2010	America in Bloom*
Monday, June 28 th , 2010	America in Bloom Dinner*
Tuesday, June 29 th , 2010	American in Bloom Tour & Lunch
Wednesday, June 30 th , 2010	Served at Rotary
	Corporate Committee*
Thursday, July 1 st , 2010	PR Committee
	Home Tour*
Saturday, July 3 rd , 2010	Farmer's Market*
Tuesday, July 6 th , 2010	Summer Lunch Program Meeting
Thursday, July 8 th , 2010	Program Committee
Saturday, July 10 th , 2010	Farmer's Market – TMCS
Monday, July 12 th , 2010	Home Tour*
	Finance Committee*
Tuesday, July 13 th , 2010	Home Tour
	Arts Council*
Wednesday, July 14 th , 2010	Monroe Township – EPA Meeting
	Mum Festival*
Thursday, July 15 th , 2010	A.O Smith
Wednesday, July 21 st , 2010	America in Bloom
	Arts Council – Plein Air Show
Monday, August 2 nd , 2010	Staff Meeting
Tuesday, August 3 rd , 2010	Coalition for the Elderly
Thursday, August 5 th , 2010	PR Meeting
	Social Media – Liz Sonnanstine
Friday, August 6 th , 2010	New Carlisle Summer Lunch Program
	Re/Max is Art Gallery*
Saturday, August 7 th , 2010	Chalk Art Contest*
	Milford Paint Out*
Sunday, August 8 th , 2010	Race Around Tipp*
Monday, August 9 th , 2010	Home Tour*
Tuesday, August 10 th , 2010	Arts Council*
Wednesday, August 11 th , 2010	Mum Festival*
Monday, August 16 th , 2010	Monroe Township Meeting*
Tuesday, August 17 th , 2010	Open Houses – Area Schools*
	Mum Festival – Meeting with City*
Thursday, August 19 th , 2010	TMCS Board of Trustees Meeting*
Sunday, August 22, 2010	Tipp Select Coaches Meeting*

*Denotes Afterhours

General Information/Community Projects/Social Services

- Working with the 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 10-20 volunteers to properly man the VRC. TMCS & United Way will be meeting with the Miami County VRC to start our first phase of planning for the Tipp City VRC.
- Working on a Service Count for all of our activities and responsibilities.
- The America in Bloom judges visited Tipp City on June 28th and 29th. After two days of touring our town, we will hear in September how we did compared to other city's our size.
- As a Soroptimist member, I volunteered to serve Rotary on Wednesday, June 30th.

Public Relations/Membership Committee Report

The PR /Membership Committee met on August 5, 2010: Kathy Taylor, Denise Gross, Sarah Muldowney, Katie Sonnanstine, Lexy Nesbitt, Liz Sonnanstine

The following items were discussed:

1. **Welcome Bags**- Logo has been chosen and sponsorship request packets will be going out in August.
2. **Promotional Items**- Fans and balloons have been delivered. Waiting on pens.
3. **Brochure**- Current Brochure still being reviewed and updated. **Completion Date: October** (Lexy Nesbitt)
4. **Mum Festival Parade**-Discussed participation in parade. Decided on driving golf carts, handing out info and carrying banner. Need volunteers to walk.
5. **Annual Dinner** – Forming a subcommittee to organize dinner.

Respectfully Submitted by Denise Gross

Program Committee Report

The "program committee" did meet on Thursday, July 8th at 11:00 am in the TMCS conference room (watch your step as you enter). In attendance were Kathy Taylor, Jill Nesbitt and Patrick Hodges (chair). Items of business included but not limited to:

1. Summer session enrollment numbers were picking up and we are currently with 70 registrants of matching last Summer with a month yet to go and registrations are still taking place for some programs.
2. Kathy shared a flow chart she is working on that has important enrollment statistics for each major category starting with the 2003 operational year. It will be a valuable piece of the "program" puzzle once completed as it will graphically give us a good picture of both where we have been and where we should be headed, all related to statistics/ numbers (neat).
3. The program committee goals related to the 2010-2011 strategic plan were reviewed and discussed and a few changes will be recommended to the board but basically, it is similar to the 2010 goals.
4. It was decided our next "program" meeting will be on Thursday, August 12th at 11:00 am in the TMCS conference room.

The meeting was adjourned at 11:45...and the minutes were respectively submitted by Patrick Hodges and all errors/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.
 - Committee meeting held on 06/30/10 to make final revisions. The Code of Regulations will be forwarded to TMCS legal counsel and accountant for review and input.

Completions:

Tipp City Area Arts Council Report

The Tipp City Area Arts Council met on Tuesday, July 13th.

Kathy has forwarded to you its newsletter that lists all of its upcoming events. She will do that monthly to keep you apprised of its activities. You are also always invited to the meetings: they are very energetic.

This time I wanted to report to you how the TCAAC is doing in general.

As you know, their involvement in the "Windows On Tippecanoe" event throughout the summer of 2008 and the Art Auction in October of that year got many talented and interested Tipp City people started on the idea of forming an Arts Council. Since then the Tipp City Area Arts Council (TCAAC) has completed its Charter Year and has already revised its by-laws to reflect its growth. There are over 100 members, represented by 15 Board members who meet monthly to work on projects, public relations, net-working etc. The Board Officers have been able to get TCAAC well organized and though full of energy the Board meetings always get a lot accomplished. Their 5 committees (Finance-Organization-Promotions-Visual Arts-Literary Arts-Performing Arts-Speakers Bureau) have completed quite a bit in their first 2 years. Their treasury is growing (\$9,325 in July) and able to support their various activities. Kathy has assisted the Board in successful applications for grants.

You should be proud of your support of a new Tipp City organization that has already contributed a great deal to the quality of living in Tipp City.

Ruth Safreed