



**Tipp Monroe Community Services, Inc.  
Board of Trustees Meeting Minutes  
September 16, 2010**

**In Attendance**

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

**Trustees:** Denise Gross  
Patrick Hodges  
David Mihalyo

**Staff:** Kathy Taylor, Katie Sonnanstine

**Guests:** John Kessler, Boots Elliott

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 with an addition under Current/Old Business of item Resignation of Board Members, seconded by Pat Hodges. All approved.

**Secretary's Report**

The August minutes were reviewed. A motion was made by David Mihalyo to accept the minutes, seconded by Pat Hodges. All approved.

**Treasurer's Report**

The August treasurer's report was reviewed. A more complete report will be provided at the October meeting since the books are currently being audited by the TMCS accountant. A motion was made by Pat Hodges to accept the report, seconded by David Mihalyo. All approved.

**Advisory Committee Announcements**

*City of Tipp City:* John Kessler reported that city council will be voting on whether to approve an expense for holiday lighting of the downtown area. The Citizens Advisory Committee being formed to provide input on the city's budget currently has 13 volunteers.

*Tipp-Monroe Optimists:* Deb Jackson reported that they are preparing for the Junior Run for the Mums to be held on September 26

*Community Minded Women:* Boots Elliot reported that their open house will be held on October 7 at the Senior Citizens Center. Their candy fundraiser will be held in October.

*Parks Advisory Board:* Pat Hodges reported that the bike trail extension is underway and paving is expected to be completed in the spring.

## **Board Committee Reports**

*Arts Council:* Kathy Taylor reported that the Arts Council is considering beginning the process of becoming a 501(c)(3). They have created Dina Trashasaurus as a way to encourage recycling. The Paint Out will be held on October 23 with artists being set up at various locations throughout Tipp City.

*Corporate:* Carol Helman reported that the updated bylaws were forwarded to the TMCS accountant and attorney for review. The accountant thought they were acceptable, however the attorney rewrote them based on an update he had begun when he was a member of the TMCS Board. The plan is to review the new document and set up a meeting with the attorney to discuss. Updated bylaws should be ready to be presented to the Board in November.

*Finance:* Deb Jackson reported that a CD came due and has been renewed at a 0.7% interest rate for 13 months.

*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. Katie Sonnanstine also provided an overview of the Fall Community Connection.

*Social Services:* The committee has not met since the last Board meeting.

## **Director's Report**

The report is attached.

## **President's Comments**

None

## **Current/Old Business**

*Strategic Plan:* Kathy Taylor reviewed the changes she has been given by the committee chairs for the 2010/2011 plan. The Strategic Plan will be presented for approval at the October meeting.

*2011 Township and City Contracts:* Kathy Taylor reviewed the contracts TMCS has with the city and township. A motion was made by David Mihalyo to approve the contract for delivery to the City of Tipp City, seconded by Deb Jackson. All approved. A motion was made by Deb Jackson to approve the contract for delivery to the Monroe Township trustees, seconded by Steve Pierson. All approved.

*Resignation of Board Members:* Amanda Fang and Sarah Muldowney have submitted their resignations. Amanda is resigning due to her work commitments and Sarah is moving to Wisconsin. Kathy Taylor will publish notices that applications are being accepted for a 1 year and a 2 year term.

## **Adjournment**

A motion was made by David Mihalyo to adjourn the meeting, seconded by Denise Gross. All approved. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

*Carol Helman*

Secretary

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

**Educational**

The 2010 Fall Community Connection has been mailed to every household in Tipp City and Monroe Township. A number of new programs/activities will be offered this fall: Athletes of the Mind, Junk in Your Trunk, OSU, CPR Classes, etc.

Website Stats: As of September 14th: Visitors Last Month: 1331; Visitors this Month: 723; Visitors last week: 373; Visitors this week: 149; Total Visits 61941

**Recreational**

The 32<sup>nd</sup> Annual Run for the Mums will be held on Saturday, September 25<sup>th</sup>, 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. The signup sheet will be available at the meeting.

3<sup>rd</sup>-12<sup>th</sup> grade Youth Basketball registration has begun. To allow the 3<sup>rd</sup>-4<sup>th</sup> grade Youth Basketball participants to practice, we will be renting gym space from the Community Bible Church. If you know of any other facilities that we can use, please give us a call.

Receiving registrations for our Men's 35 & Over Basketball.

Halloween Parade and Costume Judging will take place on Monday, October 25<sup>th</sup>, 6 PM at the Broadway Elementary School (behind school on Dow Street).

**Upcoming Events**

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

**Staff Reports**

**Colleen Renner**

Sent out the Bridge/Euchre Clubs schedules and score cards (let the games begin)

Re-designed the walking shirt and re-ordered with donation from UVM.

Picked up donations from business for run door prizes.

Copied Basketball registrations forms for all schools and mailings and delivered.

Organized Fall Bus Trip to OSU behind the scenes guided tour with Buckeye Charter scheduled for Oct. 18<sup>th</sup> 2010

Data entry Run for Mums.

Data entry Basketball.

Data entry Community relief.

Run for Mum door prizes numbered, and must post on poster board and will stuff runner bags on Sept. 16<sup>th</sup> with Kathy at Meijer's.

Meeting with Vandalia Rec. Center on Sept 16<sup>th</sup>.

And the everyday duties answering phones, helping customers sign up for classes or community relief.

Assisting in office when needed and other organizations copies and phone calls. This time of year busy with Mum Fest.

## Carol English

Deposits are all in for the end of the year. I am currently getting the interest in all the accounts updated. I will be starting a new sheet for the Community Relief accounts  
Worked on new program for the fall: Junk in Your Trunk  
Finishing up the last details of the Summer Lunch Program

## Katie Sonnanstine

Daily and weekly duties including but not limited to: instructor contracts, preparing packets for instructors with surveys and questionnaires  
Finished and sent to printers the 2010 Fall Community Connection  
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  
Gave Fall information to Foodtown for check-out registers  
Created new front page for website advertising fall classes  
Met with the new TMCS building supervisors

## Monthly Meetings Attended by Director

Monday, August 23 <sup>rd</sup>	PR/Membership Meeting Staff Meeting
Wednesday, August 25 <sup>th</sup>	Paint Out*
Thursday, August 26 <sup>th</sup>	Community Action Council Coalition for the Elderly Home Tour*
Sunday, August 28 <sup>th</sup>	Select Basketball*
Monday, August 30	Staff Meeting Tri-Agency Meeting*
Wednesday, September 1 <sup>st</sup>	DTCP Organization
Thursday, September 2 <sup>nd</sup>	Nevin Coppock PTA PR/Membership
Saturday, September 4 <sup>th</sup>	Farmers Market – Arts Council*
Tuesday, September 7 <sup>th</sup>	Arts Council Building Supervisor Meeting Paint Out*
Wednesday, September 8 <sup>th</sup>	Gail Stickleman – Paint Out Partnership – Organization Mum Festival*
Thursday, September 9 <sup>th</sup>	EFSP Meeting Gingerbread House*
Friday, September 10 <sup>th</sup>	Josh Miller – Boy Scout
Sunday, September 12 <sup>th</sup>	Paint Mums
Tuesday, September 14 <sup>th</sup>	LT Ball PTA Arts Council/Arts Council Meeting*
Wednesday, September 15 <sup>th</sup>	Rick Mains Accountant Sorooptimist*
Thursday, September 16 <sup>th</sup>	Vandalia Rec Basketball Stuffing of Runner bags – Meijer TMCS Board of Trustees Meeting*
Friday September 17 <sup>th</sup>	Continuum of Care

\*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.

### Public Relations/Membership Committee Report

The PR /Membership Committee met on September 2, 2010: Kathy Taylor, Denise Gross, Sarah Muldowney, Katie Sonnanstine, Lexy Nesbitt, Liz Sonnanstine

The following items were discussed:

1. **Mum Festival Parade**-Discussed parade details. We will have 5 vehicles in the parade: 3 golf carts, 1 Gator, and a convertible. We need volunteers to hand out materials. We would like to have at least 25. We will be decorating the vehicles on Thursday, September, 23 at 5 PM. Denise and Kathy are designing the signs and banners. Kathy, Katie, Sarah and Denise went to see the golf carts and take measurements.
2. **Strategic Plan** - Discussed new goals for 2011/2012.
3. **Garage Sale** - Discussed the possibility of handing out TMCS Garage Sale Signs to the participants.
4. **Brochure** - Current Brochure still being reviewed and updated. Completion Date: Late October (Lexy Nesbitt)

Respectfully Submitted by Denise Gross

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### Program Committee Report

The "program committee" did meet on Thursday, September 9th at 11:00 am in the TMCS conference room. In attendance was Kathy Taylor, Katie Sonnanstine, Robin Crow, and Patrick Hodges (chair). Items of business included but not limited to:

1. A review of Fall classes, which included the elimination of several dozen unsuccessful classes from last Fall and the addition of 17 new and exciting offerings this Fall, such as: google mania, rocket building, and digital photography. Also, several new events will be taking place this Fall, such as: athletes of the mind, my science fair project, junk in your trunk, desperate housewives party and a one day trip to "the" OSU! In addition, the Fall "COMMUNITY CONNECTION" has a few little extras, such as a questionnaire (for faster feedback) and a complete list of all committees and members. And, it should be noted that Fall registration starts September 21st.
2. An update on Summer numbers, which were almost identical to last Summer with a minor decrease occurring in the "sports" area and TGIF.
3. The office, along with the "public relations" committee has been preparing for a TMCS media blitz, which includes fans, pins, new signs, shirts (for staff, instructors and committee members) and a possible new sign for the front of the building (bigger and bolder) so the 571 traffic will finally know for sure where the TMCS building really is !!!!!!!
4. Katie encourages each of you to contact her with any NEW ideas for the "WINTER/SPRING" classes which will be finalized in November....such as a cooking class for ages 10-13....just the basics (spag., mac n' cheese, hot dogs, eggs, peanut butter and jelly sandwiches, popcorn, etc....especially good for baby sitters).

It was decided our next "program meeting" will be on Thursday, Oct. 14th at 11:00 am in the TMCS conference room.

The meeting was adjourned at 11:55...and the minutes were respectively submitted by Patrick Hodges and all errors / omissions were either unintentional or due to me not paying attention or directly related to an "age" thing?