



**Tipp Monroe Community Services, Inc.**  
**Board of Trustees Meeting Minutes**  
**April 21, 2011**

**In Attendance**

**Officers:** Steven Pierson, President  
Vickie Blakey, Secretary

**Trustees:** Pat Hodges  
Carol Helman  
Russell Gilmore  
Eric Alexander

**Staff:** Kathy Taylor

**Guests:** Phil Cox, John Kessler, Mike McDermott, Scott Dixon, Adam Blake and Mandi Fay,

The meeting was called to order at 6:37 PM by Vickie Blakey.

A motion was made by Carol Helman to amend the agenda, seconded by Pat Hodges. All approved.

A motion was made to re-arrange the agenda to have the Executive session after the meeting and move Tipp Tax to the advisory committees section.

A motion was made by Carol Helman to approve the agenda, seconded by Eric Alexander. All approved.

**Secretary's Report**

The February 2011 minutes were reviewed. A motion was made by Carol Helman to accept the minutes, seconded by Russ Gilmore. All approved.

The March 2011 minutes were reviewed. A motion was made by Pat Hodges to accept the minutes, seconded by Eric Alexander. All approved.

6:42 PM – Steve Pierson arrived and took over the meeting.

**Treasurer's Report**

The Sept-March P&L treasurer's report was reviewed. A motion was made by Russ Gilmore to accept the report, seconded by Pat Hodges. All approved.

**Advisory Committee Announcements**

*Tipp Tax levy*

Adam Blake report- [tipptax.com](http://tipptax.com)

*City of Tipp*

John Kessler – City Council- tabled health care decision for Council members

*Monroe Township:*

Phil Cox - funding cuts from state (SLG)

- Rain barrel
- Road survey (Michaels Road repaving)
- Cemetery updates
- MVRPC advisory update (water/sewer planning)

*Tippecanoe City Schools:*

- No levy in May
- 2 levies for this fall (expire in 2012) – will experience shortfall- operating funds
- No staff reduction, “pay to play”
- Building – interviewed 4 architects, will discuss on Friday. May not pursue OSFC- 2013 funding (30%)

**Board Committee Reports**

Arts Council- Kathy Taylor

- Entertainment for June 25, antique and artisan’s show - Molly Spencer
- Poetry contest
- Timeline to separate is end of 2011 (need 2 full years for 501c3)

Finance – Debra Jackson

- Kathy Taylor met with Dave Mihalyo and reviewed the budget
- Adjust budget/salary to meet grant requirements

Membership – Russ Gilmore

- spoke with Tipp grant writer, Connie McKamey
- Discussed Duke Foundation 2:1 grants. TMCS will pursue May 1. Raise \$11,666 (max).

Programs – Pat Hodges

- Katie has ideas for new summer classes
- Discussed spring enrollment
- Survey monkey results (sent 200/50-60 responses)
  - 98.2% said good program for basketball
  - Will expand survey to other areas
  - Staff reviews results and discusses
  - Use comments for testimonials on web site

Social Services – Steve Pierson

- Summer lunch program – trying to expand to Windridge and Larch
  - Ginghamsburg may loan vans
  - Drop food and crafts
  - Fundraising going well
  - Dental program expand

**Director’s Report**

- OSU trip
- Flag football registration has ended
- April 28- Area United Way meeting, 8:15 PM – Russ attending

- Working on 2011-2012 budget

### **President's Comments**

None

### **New/Old Business**

#### Tax Levy

- Presented to township, assembled and gave to prosecutor's office to review
- Renewal .5 (was \$134,000, will lose \$25,000) - \$107,000

#### By Laws – Carol Helman

- Kept current added to it. Document was reviewed by Accountant and Atty.
- Send to IRS once adopted
- Add dues (\$5) for trustees to assist with grant requests (2.04)
- Change on 5.07 for treasurer (oversee)
- Committees – revise A&B to two board members, re-worded D-G.
- Operations 7.02 - adjust who can sign checks

### **Adjournment**

A motion was made by Carol to adjourn the meeting, seconded by Russ. All approved.  
Meeting adjourned at 8:43 PM.

Executive Session followed to discuss Personnel

Respectfully submitted,

Vickie Blakey  
Secretary

**Tipp Monroe Community Services, Inc.**  
**Director's Report**  
**April 2011**

Educational

- 2011 Winter/Spring Term has begun and will run from January through May. As of April 5<sup>th</sup>, 410 individuals have registered for our programs. Popular Programs: Sewing, Walking Club (50), Make it – Take it Rain Barrel (25), Turbo Kick, TMCS Trips and Flag Football.
- Athletes of the Mind will be held Thursday, April 28<sup>th</sup>, 6-8 pm at the LT Ball School. Stop by and check out the event.
- If you have a child or grandchild entering Kindergarten, register now for the Safety City Program. The program runs June 13-17 or June 20-24, two sessions each week: 8:30-10 am or 10:30-12 noon. Program sponsored by Tipp City Community Minded Women. Call 667-8631 for further details.
- Katie Sonnanstine is currently working on the 2011 Summer Term. If you have any suggestions or ideas, please give her a call.

Website Stats: As of March 14th: Visitors last month: 1556; Visitors this month: 806; Visitors last week: 415; Visitors this week: 93; Total Visits: 71661

Recreational

- 3<sup>rd</sup>-12<sup>th</sup> grade Youth Basketball League played their last game on Sunday, March 20<sup>th</sup>. Over 360 children participated in the league, with 40 teams and 254 games were played this season. WOW
- On Thursday, April 7th, twenty residents from Tipp City and Monroe Township enjoyed a day at OSU. Go Buckeyes!
- The Buckeye Charter Bus Company will be working with TMCS on our special Events. We will let the bus charter know when we have an upcoming event and they will put together bus trips to Tipp City for that event. The trip would include the event and a meal at a local restaurant.
- Mark your calendar: Community Wide Garage Sale scheduled for Saturday, May 7<sup>th</sup>, 9 am – 4 pm.
- Registration for the NFL Flag Football has ended. We have enough 3<sup>rd</sup>-4<sup>th</sup> grade boys to make four teams. The season will begin April 10th and will end May 22<sup>nd</sup>.
- Started working on the Run for the Mums scheduled for Saturday, September 24<sup>th</sup>, 8 am at the City Park.

Upcoming Events

Saturday, April 16 <sup>th</sup>	Tipp Pride Day/Day of Caring
Thursday, April 28 <sup>th</sup>	Athletes of the Mind
Saturday, April 30 <sup>th</sup>	Miami County Not-for-Profit Agency Expo
Saturday, May 7 <sup>th</sup>	Community Wide Garage Sale
Friday, May 20 <sup>th</sup>	Miami County Senior Day
Tuesday, May 24 <sup>th</sup>	TC Chamber of Commerce Business Expo
Monday, May 30 <sup>th</sup>	Memorial Day Parade

Social Services

- Social Services held a meeting on Tuesday, April 19th to discuss the summer lunch program.
- Funding for the Community Relief Program for the month of March: St. Johns - \$6000; Good Shepherd Church - \$250; Tipp City United Methodist - \$401 and New Path - \$100
- The Miami County Senior Citizen Day will be held on Friday, May 20<sup>th</sup>, 9:30 am – 1 pm at the Learning Place in Piqua.

Total served in March:

Community Relief: assisted 16 individuals/families: Living in household: 25 Tipp City; 3 Monroe Township

Eyeglass Program: 3 eye exams and glasses

Good Samaritan Fund: 2 gasoline vouchers

#### Grant Requests:

- Sent in the Community Relief grant request for \$3,000 to the Tipp City Area United Way. On Thursday, April 28, 8:15 pm we will be giving a five minute presentation on the Community Relief Program to the United Way Board.
- Requested \$2500 from the Miami County Foundation for the 2011 Lunch on Us Program.

#### Tipp City Arts Council:

- Working with Kathy Gilmore and the Arts Finance Committee on a budget for the Arts Council.
- Received \$2500 from the Tipp Foundation for the June Concert in the Park.

#### General Information

- Working on the 2011-2012 TMCS Budget
- On Monday, March 21<sup>st</sup>, attended the Tippecanoe Historical Society Annual Dinner at SpringMeade.
- On Saturday, April 16<sup>th</sup>, Tipp Monroe Community Services, America in Bloom and the Tipp City Area United Way will be sponsoring the Tipp City Pride Day and Day of Caring. Local volunteers, Tipp City Rotary, National Honor Society and AIB will be cleaning our area parks and schools. The Tipp City United Way will help local residents with light yard work, painting and window washing. From 10 am to 2 pm, the Goodwill Truck will be at the Tipp Plaza for area residents to drop off household items and computer parts. If you are interested in volunteering or need help call the TMCS 667-8631.
- Tipp Monroe Community Services will be participating in the Second Annual Miami County Not-For-Profit Agency Expo on Saturday, April 30, 10 am – 2 pm at Hobart Arena.
- Currently taking registrations for 3<sup>rd</sup>-6<sup>th</sup> grade Pee Wee Cheerleaders and football players.
- If you are still interested in signing up for Junior Baseball, visit their website tcjb.org
- Swim Team registration will take place on Wednesday, April 13<sup>th</sup> and Thursday, April 14<sup>th</sup>, 6-8 pm at the Community Services building.

#### Staff Reports

##### Colleen Renner

- Basketball season over cleaned out closet.
- Created account with survey monkey for basketball 2011.
- Continue working with Buckeye Charter for future events.
- Went on the OSU you trip with Buckeye Charter we had a great time! (Look for picture on face book)
- Completed Flag Football up and running at Kyle Park.

- Continue to order Background checks for all volunteers.
- Bridge and Euchre season coming to end! Will tally all scores and plan party.
- Will update basketball rules.
- Continue working on the Community Relief drawer.
- Creating questions for monkey survey for the osu trip and also the classes we offer.
- Meeting next week with Karen Kelly Community Relations Representative/Director of Marketing Brian storming up something to do in the Community.
- Going to Excel class in Cincinnati with Carol.
- Provide help to other organizations making copies and registration.

### Carol English

- Weekly: writing checks, deposits, update the Social Service notebook and filing
- Sent out all the thank you notes to those who donated items for the Home Tour. All other thank you notes sent as the donations come in.
- Working on the 2011 Lunch on Us Program.

### Katie Sonnanstine

- Daily and weekly duties including but not limited to: building papers, instructor contracts, scheduling building supervisors, scheduling gyms and classrooms, checking on class enrollments, 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.
- Sent updated information and contacts to Matt for the website (boy scouts)
- Met with Program Committee to discuss summer programs.
- Contacted instructors for summer programs.
- Came up with ideas for Summer Vacation at the Park and TGIF as well as other summer programs, contacted individuals willing to teach programs.
- Typed summer program to present to Samantha for set-up.
- Designed and sent March/April Constant Contact (first time)
- Printed and delivered April flyer to schools.

\*CMW monthly meeting.

\*Evening Meetings

### Monthly Meetings attended by Director:

Monday, March 21 <sup>st</sup>	Historical Society Dinner* Staff Meeting
Tuesday, March 22 <sup>nd</sup>	Arts Council – Budget Meeting Flag Football Coaches Meeting* Social Services Committee*
Wednesday, March 23 <sup>rd</sup>	Senior Citizen Day
Thursday, March 24 <sup>th</sup>	Visual Map Demo
Friday, March 25 <sup>th</sup>	Membership Meeting
Saturday, March 26 <sup>th</sup> – April 4 <sup>th</sup>	Vacation
Wednesday, March 30 <sup>th</sup>	America in Bloom
Saturday, April 2 <sup>nd</sup>	Soroptimist Fashion Show*
Monday, April 4 <sup>th</sup>	Staff Meeting Monroe Township Meeting*

Tuesday, April 5 <sup>th</sup>	Scott Vagedes – Tipp City United Way
Wednesday, April 6 <sup>th</sup>	Organization Meeting
Thursday, April 7 <sup>th</sup>	PR Committee
	EFSP Meeting
	Personnel Committee*
Sunday, April 10 <sup>th</sup>	Flag Football*
Monday, April 11 <sup>th</sup>	Staff Meeting
	Open House – Library
Tuesday, April 12 <sup>th</sup>	Membership Committee
	Arts Council*
Wednesday, April 13 <sup>th</sup>	Senior Citizens Meeting
	AIB –
	Mum Festival*
Thursday, April 14 <sup>th</sup>	Program Committee
Saturday, April 16 <sup>th</sup>	Tipp Pride Day*
Monday, April 18 <sup>th</sup>	Staff Meeting
Tuesday, April 19 <sup>th</sup>	Social Services*
Wednesday, April 20 <sup>th</sup>	Soroptimist*
Thursday, April 21 <sup>st</sup>	TMCS Board of Trustees*
Monday, April 25 <sup>th</sup>	Staff Meeting
Thursday, April 28 <sup>th</sup>	Rain Barrel
	United Way Meeting – 8:15 PM*
Friday, April 29 <sup>th</sup>	Broadway Fun Fair?*
Saturday, April 30 <sup>th</sup>	Miami County Not-for-Profit Expo*

\*Denotes Afterhours

### **Program Committee Report**

The "program committee" did meet on Thursday, April 14th at 11:00 am in the TMCS conference room. The items of business discussed included (but not limited to):

1. Katie reviewed the Summer schedule, highlighting the many new classes including : concussions and heart issues (for the parents of any and all youngsters participating in activity/sports), companion gardening, second opinion, computer tune-up, chef for -a-day, princess boot camp, wear-it-Ohio, who dun' it, and story time with a twist....plus there will be evening activities available which include: zany games, schoolyard sports, junkyard wars and sporties for shorties. We will still have the popular "TMCS vacation in the park" and TGIF, like last year along with R.A.D., ACT, and wills, trusts and power of attorney, plus many more from last Summer. It is a great "line-up" that should make the community very happy.
2. We next discussed the Winter/Spring (for 2011) enrollment figures and as of now (realizing we are not completely done with enrollments), the numbers are encouraging....being slightly ahead of last year.
3. The "survey monkey" were shared with the committee and based on 200 sent-out to the basketball participants for grades 3-12, 50 plus have been returned thus far (via Internet), which is indeed encouraging...and even more encouraging were the tabulated results which indicated (among other things) that 98.2% said their child enjoyed their "basketball" experience. We will soon be sending out the "survey monkey" for both "program and instructor" feedback and the general "TMCS" survey....hoping to obtain viable results.
4. Katie would appreciate any Fall class ideas hopefully by the end of June. The next meeting will take place on WEDNESDAY (May 11th), NOT THURSDAY, AS ORIGINALLY DISCUSSED..... at the same time and place. The meeting was adjourned at 11:58 pm....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.

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**Public Relations Committee Report; No Report**