

Tipp Monroe Community Services, Inc.
Board of Trustees Minutes
October 15, 2009

In Attendance

Officers: Lora Heddleston, Vice President
Deb Jackson, Treasurer
Carol Helman, Secretary

Trustees: Denise Gross
Steve Pierson

Staff: Kathy Taylor, Director

Guests: Bill Beagle, Mike Lightle

The meeting was called to order at 6:35 p.m. by Lora Heddleston.

A motion was made by Deb Jackson to change the agenda by moving the presentation by Mike Lightle from the Tipp City Area Community Foundation to follow the treasurer's report, seconded by Lora Heddleston. All approved.

Secretary's Report

The September minutes were reviewed. A motion was made by Lora Heddleston to accept the minutes, seconded by Deb Jackson. All approved.

Treasurer's Report

Deb Jackson reviewed the September treasurer's report noting there are some gaps in the report because the TMCS accountant currently has the books for his year-end review and the information wasn't available to complete the report. A motion was made by Carol Helman to accept the report, seconded by Steve Pierson. All approved.

Tipp City Foundation

Mike Lightle presented information regarding the Tipp City Area Community Foundation – how it began, the advantages to being a member of the Troy Foundation, what funds are currently established, the procedure to create a fund, and how monies can be designated for distribution. Money in a fund can be designated for a specific organization, an area of interest such as the arts/education/health, etc., or can be unrestricted which allows the distribution committee to fulfill grant requests from a variety of organizations for a variety of needs.

Advisory Committee Announcements

City of Tipp City: Bill Beagle reported that the wind turbine tests held over the summer showed there wasn't enough wind generated and the tests will continue for approximately a year; the city now has a Facebook page; the new water tower will be located near the high school; a town hall meeting will be held on November 10, 2009 at 7:00 to review the income tax credit issue.

Tipp Monroe Optimists: Deb Jackson stated there was nothing new to report since the last Board meeting.

Community Minded Women: Denise Gross stated there was nothing new to report since the last Board meeting.

Board Committee Reports

Corporate: The committee has not met since the last Board meeting

Arts Council: The report is attached.

Finance: The committee will be meeting soon to discuss the Tipp Foundation and strategic plan.

Membership/Community: 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 report is attached.

Director's Report

Office Holiday Hours

With Christmas falling on a Friday this year, Kathy Taylor proposed that the TMCS office be closed from December 21 through December 25 with alternate phone numbers for services provided on the answering machine. A motion was made by Lora Heddleston that the Board approve TMCS being closed from 12/21/09 thru 12/25/09 for the Christmas holiday, seconded by Denise Gross. All approved.

Educational

- The 2009 Fall Term has begun and we will continue to take registrations through December. As of October 9th, 264 people have registered for our programs and activities.
- Popular Classes: ACT; Polymer Clay – bracelet; Walking Club (33 individuals); Dog Obedience; Bunco Night; Composting & Lawn Care; Green Living; R.A.D. (18 individuals); Time for Pampering; Kickball (5-8 years: 22 individuals); Yoga for Children (3-5 years) and Princess Tea Party.
- Sixteen people have registered for the Charter Bus Trip to the Cincinnati Outlet Mall on Saturday, October 10, 9 AM – 4 PM.

Website Stats: Visits Last Month: 1531; Visits this Month: 597; Visits last week: 351; Total Visits 46945

Recreational

- Run for the Mums was held on Saturday, September 26th, 247 runners crossed the finish line. A special thank you to our premier sponsors: A.O. Smith, Meijer and IMDS; co-sponsors Evans Title and Award One and the in-kind donations made by many of our local businesses. A huge thank you to the many volunteers that make the run such a big success every year. A personal thank you to the TMCS Board members who came at 5:30 AM to help setup and those who stayed for the duration of the event; Debbie Jackson, Carli Amlin Dean, Pat Hodges, Steve Pierson, Ruth Safreed, Mandi Fang and Denise Gross. There is a special group of ladies that need to be commended Colleen Renner, Carol English and Katie Sonnanstine. These ladies work tirelessly to ensure we offer the best programs possible and the run was no exception.
- October 19th: Halloween Parade: The parade will start at the Broadway parking lot on Dow and end at the Zion Lutheran Church.
- Registration has begun for our 3rd-12th grade Youth Basketball Program.

- Basketball Coordinator ad has been placed into the area papers and on craigslist. Resumes for this position will be taken until October 23rd.
- Met with John Schneider and Frank Stewart to discuss various forms, schedules and general rules for the Tipp City Select Basketball Program.

Staff Reports

Carol English

- This month, finalized all of my files and gather all paperwork for the accountant. On September 16th, met with Rick Mains to start the year-end tax process.
- The Senior/Social Service book is slowly coming together. I now have all of the information we have gathered separated into files and labeled. Next will be the actual putting it in book form for the public.
- Preparing for the Run for the Mums and making many deposits due to the increase in preregistrations. Helped with the Run and clean up.
- Took numerous calls for the Mum Festival Committee and redirected callers as needed.
- Sent out the thank you notes for donations made to TMCS for various events and for community relief.
- The Social Service committee met this month and will meet again on Nov. 16th at 6:30pm at TMCS. We will be planning a meeting for Area Churches again to meet in February 2010. Meanwhile contact will be made to churches that were not at the original meeting to invite them to join in on sharing information.
- I have been making posters for the windows to advertise the programs and classes that we have and decorating the windows to draw attention to us. Suggested that maybe we go to the senior center and do a skit or a commercial?? to advertise parts of our program that might appeal to that age group.
- My usual duties which include...deposits, writing checks, answering the phone, waiting on customers, sending thank you letters, updating Loan Instrument files, and filing.
- Busy Month!

Colleen Renner

- Going to Meijer to stuff bags
- Inputting reg. forms for the Run for Mums and after all 192 inputted, reviewed for no errors and corrected.
- Busy with phones for run and mum fest.
- Inputting basketball reg. Forms they are coming in now dead line 3rd thru 6- Oct 26th.
- Still reviewing community relief on letter J.
- Copied more B.Ball forms to send out to schools
- Bus trip Saturday have a details ironed out. 16 total going
- Started getting coaches notebooks ready for basketball.

Katie Sonnanstine

- Instructor contracts and class rosters
- Distribute fliers for specific classes to city locations – TC Hardware, Govt. Center, Kanoe Café
- October flier to schools
- Spanish class pay sheets
- Met with John Schneider and Frank Stewart to discuss TC Select Basketball, schedule tryouts, sent paperwork, etc.
- Dropped in on open gym for volleyball, helped set up net, discussed procedures with Bldg. Supervisor
- Purchased volleyball equipment
- Dropped in on open gym for Men's Basketball, discussed procedures with Bldg. Supervisor
- Continue to feed information to Liz to add to Facebook
- Scheduled building supervisors, prepared paperwork for buildings
- Assisted with Run for the Mums – proof-reading, pick up signs, made signs, day of activity.
- Made schedule for Men's 35 plus basketball, arranged for referees, gathered equipment
- Worked with Matt Black on website problems and updates

- Fielded problem phone calls concerning Mum Festival (merchant area, parade, last minute arrangements)
- Counted money collected for Boy Scouts
- Answered questions to general public about Mum Festival activities
- Sent request letters for Halloween donations
- Planning Halloween parade and costume judging
- Met with Program Committee – discussed board visits, survey and Winter/Spring Community Connection ideas, timelines, details
- Visited the September Board Meeting to report about new classes

General Information/Community Projects/Social Services

- Colleen Renner and I went to Meijer’s on Tuesday, September 22nd, to stuff the bags for the runners.
- On Tuesday, September 22nd, attended a meeting concerning the current condition of school and athletic facilities.
- Currently working with the Tipp City United Way on securing volunteers for the Volunteer Reception Center (VRC). Need to have 35-40 volunteers to properly man the VRC.
- Working on a membership drive for the Arts Council.
- The PR/Membership Committee met and discussed signage, constant contact One Call Now and future articles on TMCS programs.
- On October 22nd, Harrison’s and the Tipp City Area Arts Council will hold their first Artstravaganza. That evening from 5-8 pm, a variety of artists will be on display at the restaurant, along with music, magic and food. The Arts Council will receive 10% of the food profits. Harrison wants the Arts Council to do this activity twice a year.
- Reviewed the 3rd-6th grade Girls Basketball Rules with Vandalia Rec. Our 3rd-6th grade Girls Basketball teams play five games in Tipp and five games in Vandalia.
- On October 1st, the Home Tour Committee met and discussed the plans for the 2009 year. The Home Tour will be sponsored by the Tipp City Area Arts Council and the Downtown Tipp City Partnership. The Home Tour will be held on Saturday, December 5th, 1-5 PM. All proceeds will go to the Tipp City Area Arts Council. Currently have seven homes for the 2009 tour and five homes for the 2010 Tour. Carriage Rides and Strolling Carolers have been booked for the tour.
- Every Saturday the Tipp City Area Arts Council will provide Children’s Crafts at the Farmer’s Market.

Community Relief: September Income: \$380.50; Expenses: \$1930.54; Total Assisted: 23; Update: Colleen Renner is in the process of updating our Community Relief files.

Recycling: October 10th: Steve Pierson; Need a volunteer for November and December.

Meetings

Monday, September 21 st	Staff Meeting
Tuesday, September 22 nd	Meijer – Stuffing runner bags School Facility Meeting*
Friday, September 25 th	Run for the Mums – route, final details
Saturday, September 26 th	Run for the Mums*
Wednesday, September 30 th	United Way – Deb Carr - VRC Social Service Committee*
Thursday, October 1 st	Home Tour Meeting Tipp City Select Basketball*
Friday, October 2 nd	Program Committee Meeting TMCS President
Tuesday, October 6 th	Vandalia Rec – Youth Basketball
Wednesday, October 7 th	Staff Meeting

Thursday, October 8 th	Organization Meeting – DTCP
Saturday, October 10 th	Public Relations/Membership
Sunday, October 11 th	Bus Trip – Cincinnati Outlet
Monday, October 12 th	Studio 14 – Art Show
	TMCS Office Closed
Tuesday, October 13 th	Arts Council*
	Staff Meeting
Wednesday, October 14 th	Grant Writing
	Mum Festival*
Thursday, October 15 th	TMCS Board of Trustees*
Saturday, October 17 th	United Way Open House*
Monday, October 19 th	Halloween Parade & Costume Judging*
Tuesday, October 20 th	Downtown Tipp City Partnership
	Home Tour
Wednesday, October 21 st	Soroptimist*
Thursday, October 22 nd	United Methodist Church – Breakfast
	Harrison’s Artstravaganza*
Saturday, October 24 th	Coaches Certification*

*denotes afterhours

President’s Comments

Due to the absence of Carli Amlin-Dean, there were no president comments.

Current/Old Business

Strategic Plan: Each committee should get their goals/timelines to Mandi Fang prior to the next meeting. The plan will need to be voted on.

Adjournment

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

Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Carol Helman

Secretary

Tipp City Area Arts Council Report
October, 2009 – Report by Ruth Safreed

TCAAC (Tipp City Area Art Council) Board met on Oct 13

*Membership drive is going well - approximately 70 members to this date. Those joining in 2009 will always be considered Charter members.

*TCAAC now has its own Facebook log in for info on TCAAC & its events.

*Ellen Cotterman reported that 3 students participated in the photography workshop. 94 of their photos were critiqued by a professional photographer and 12 pieces were picked out to be exhibited at Studio 14 in Jan.

*The deadline for the short story contest for children is Oct. 21.

*Upcoming Events

ARTstravaganza on Oct. 22 at Harrisons 5-9 PM. 10% of all food sales will be donated to TCAAC. The committee has planned special presentations from all the arts for that evening

Christmas Home Tour Dec. 5 7 local artists will have their artwork on display in the homes. Studio 14 will stay open late with a special showing that will include other works from those artists.

Art Party for Women is being planned by Evelyn Staub for December. She will keep us updated.

*JJ Slanker announced the acquisition of a "sound system" that can be used at all TCAAC events. The funds were provided by a grant from the Tipp Foundation.

*The next meeting is Nov. 10, at 6:30 PM in the Community Services building. It is open to the public.

Public Relations/Membership Committee Report
October, 2009

Members present: Denise Gross, Kathy Taylor, Mike McDermott

Here are the highlights:

- We will have a Membership Drive beginning November 1. Letters and information will be sent out to prospective members. We are working on polishing the form (Kathy & Denise).
- Mike is getting information on starting 'One Call Now' (Mike & Kathy).
- Advisory Board Plaques are still being redesigned (Kathy).
- We are looking into using Constant Contact for sending out updates, etc. (Kathy).
- We will be writing articles about TMCS based on the 'Did You Know' idea used at the Annual Dinner last year (?).
- The Committee meetings have been changed to the 1st Thursday of each month at 10:00 AM (TMCS Office).

Respectfully submitted by Denise Gross

Program Committee Report October, 2009

The Program Committee met on October 2nd at 11:00 am in the TMCS conference room. In attendance were Kathy Taylor, Katie Sonnanstine, Carli Amlin Dean and Patrick Hodges (chair). It was decided our next meeting will be on Friday, November 6th at 11:00 am in the TMCS conference room.

Items of business included (but not limited to):

1. The "community survey" was again discussed and our final one page revision is being completed.
2. Class visitations will begin as soon as the "community survey" has been finalized. The visitations will be conducted by Kathy, Katie, Carli and myself (with possible board assistance). We will be taking the "community survey" with us and have the class members take 3-5 minutes to complete the survey (while we are there), which we think will provide valuable feedback.
3. The Fall COMMUNITY CONNECTION was in greater demand than usual and there is a limited number of copies currently available.....and thus far, Fall registration has been steady.
4. Club activities were discussed and will be considered for future TMCS involvement.
5. New ideas for "WINTER/SPRING" are welcomed by Katie and the deadline for any new program ideas is November 6th, 2009. Again, our compliments to Katie for a "job-well-done" on the Fall programming.

The meeting was adjourned at 11:59 am.

The minutes were respectively submitted by Patrick Hodges and all errors or omissions were either unintentional..... or due to me not paying attention.....or related to an "age" factor.

TMCS Social Services Committee Report October, 2009

Meeting was held 09/30/09 from 7:00pm - 8:00pm at TMCS conference room. In attendance: Kathy Taylor, Steven Pierson, Deb Jackson, Carol Helman, Carol English

Topics of discussion

- Recycling program -The social service committee will be responsible to find volunteers for the Monroe township recycling. Three main ideas for volunteers 1) TMCS board members 2) businesses 3) service/school/social groups (ex: Masons, National Honors Society)
- Summer lunch program - Carol English reported on her Piqua visit and plans to visit West Milton and Troy
- Social Service Programs review – discussed ways to evaluate our programs and plan to evaluate 2009 programs in 2010.
- Church meeting – reviewed the meeting this summer and discussed a future meeting.

Work before next meeting

Steven to write a letter for the recycling program
Kathy continuing to contact churches
Carol English to visit other summer lunch programs

Next meeting 11/16/09 (6:30 - 7:30 pm) at TMCS conference room. Tentative topics for next meeting: formalize 2009 recycling plan, evaluate summer lunch program, set church meeting, set plan to evaluate programs in Feb.