



**Tipp Monroe Community Services, Inc.**  
**Board of Trustees Meeting Minutes**  
**January 17, 2013**

**In Attendance**

- Officers:** Denise Gross, President  
Vickie Blakey, Vice President  
Deb Jackson, Treasurer – not present  
Russ Gilmore, Secretary
- Trustees:** Deb Jackson – not present  
Russell Gilmore  
Eric Alexander – not present  
Vickie Blakey  
Kathy Demers  
Carol Noffsinger  
Brian Blake – not present  
Pat Hodges  
Denise Gross
- Staff:** Kathy Taylor
- Guests:** John Kessler, Martin English, Nancy Cartwright

The meeting was called to order at 6:36 p.m. by Denise Gross.

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

**Secretary's Report**

The November - minutes were reviewed. A motion was made by Russ Gilmore to accept the minutes, seconded by Vickie Blakey. All approved.

**Treasurer's Report**

The September through November treasurer's report was reviewed. A motion was made by Vickie Blakey to accept the report, seconded by Pat Hodges. All approved.

The September through December 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**

*Monroe Township:* Martin English reported that the horse trail not heavily used yet. Questioned what authority the proposed park ranger might have.

*City of Tipp City:* John Kessler reported on the Streetscape project and related that it is less expensive to complete the entire project including Streetscape now instead of doing it piecemeal over time. Expected project duration 10 – 13 months. Start date is still unknown. Cobblestones will be used through out. Current trees will be removed and replaced with trees in wells. Street will be slightly narrowed and sidewalks widened. Possibly will remove the 4<sup>th</sup> Street traffic light. First Street project will start soon. Debating whether Dow should be one-way. South Third Street project will start soon.

Possibility of working with the City on building short term rent reduction.

*Tipp City Schools:* No report

*Tipp-Monroe Optimists:* No report

*Parks Advisory Board:* Skateboard Park is in the works. Propose to City that they hire a part-time park ranger (mainly weekends) will be sent to Council from the Park Advisory Board. Looking into outdoor corn hole tournament, outdoor bicycle activities. Outside communities are coming to the park and using it without permission.

### **Board Committee Reports**

*Arts Council:* In the Packet

*Corporate:* No report

*Finance:* No committee report. Will meet within the next week.

*Media Relations:* No report – website has been repaired.

*Membership Committee:* No report

*Personnel:* Meeting next Friday

*Programs:* Need to add the season name whenever we print a new program. Discussion of including Bethel in programs who do not receive our program information because the bulk of our funding is received from the Tipp Monroe area. Possibility on the table to approach Bethel Twp. for financial support.

*Social Services:* See the packet

*Public Relations:* Looking for old Monopoly games for the Annual Dinner.

### **Director's Report**

The report is attached.

### **President's Comments**

No Report

### **Current/Old Business**

No new or old business.

### **Adjournment**

A motion was made by Vickie Blakey to adjourn the meeting, seconded by Pat Hodges. All approved. Meeting was adjourned at 7:32 PM.

Respectfully submitted,

Russ Gilmore  
Secretary

Tipp Monroe Community Services, Inc.  
Director's Report  
December 2012/January 2013

### Educational

- The 2013 Winter/Spring Term is under way and will continue through late April.
- To reduce costs we will not be sending out the two additional postcard mailings.
- If you have any program ideas or suggestions, please send your information directly to Katie Sonnanstine. [ksonnanstine@tmcomservices.org](mailto:ksonnanstine@tmcomservices.org)

### Recreational

- We are currently taking registration for the 2013 Spring NFL Flag Football (K-8<sup>th</sup> grade). Games began in April and will run through the end of May.
- 3<sup>rd</sup>-12<sup>th</sup> grade Youth Basketball: 3<sup>rd</sup>-4<sup>th</sup> grade Girls: 3 teams; 3<sup>rd</sup>-4<sup>th</sup> grade Boys: 6 teams; 5<sup>th</sup> & 6<sup>th</sup> grade Girls: 3 teams; 5<sup>th</sup> & 6<sup>th</sup> grade Boys: 6 teams; 7<sup>th</sup> & 8<sup>th</sup> grade Girls: 3 teams; 7<sup>th</sup> & 8<sup>th</sup> grade Boys: 6 teams; 9<sup>th</sup>-12<sup>th</sup> grade Boys: 10 teams; Select Teams: 8: 45 teams
- Walking Club going strong, with over 195 members.
- Working with a committee on getting a Disc Golf course established in Tipp City.

### Upcoming Events

#### January

January 7	Registration for 2013 Winter/Spring Term Begins
January 19	Monte Carlo Gala
January 28	Walking Club begins – High School

#### February

February 9	Art for the Heart
February 21	Annual Dinner

#### March

March 16	It's in the Bag
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### Social Services

Total served in November/December

Community Relief: 27 assisted families/individuals/78 living in household

Loan Instrument: 1

Eye glasses: 3

Dental Program: 1

Gift Giving: 28

Mobile Meals: 172 meals served – 1 individual

### Grant Requests:

- TMCS  
\$2000 grant through Wal-mart – Lunch Program – Resent - Received \$500; NEW

\$3800 grant through Tipp Foundation – Social Services – Received  
\$3000 grant through Tipp City Area United Way – In Progress

### **Tipp City Arts Council:**

- Received a \$5000 grant from the Ohio Arts Council for a 2013 Concert Series
- Resent grant request for Honda – requested \$5000
- Committee formed for the 2014 “Take A Seat” Event
- Monte Carlo Gala – January 19
- 2013 Concerts in the Park series: 4 concerts in the planning

### **General Information**

- Website: TMCS Website fixed. 2013 Winter/Spring Term loaded into computer. Still working on updating the Community Organization Section
- Volunteer and Board – Tracking of volunteer hours
- Committees: Corporate: Review of Personnel Manual  
Tipp City Arts Council: Monte Carlo Gala, Art for the Heart and Take a Seat  
Personnel: Discussion of Staffing for the TMCS office  
Finance: Review 2012-2013 Budget  
PR Committee: Welcome Card and bags  
Membership: Community Wide Membership Drive/Advisory Board/Grants  
Program: Refund Policy (completed) and review of programs  
Social Services: Summer Lunch Program and review of programs
- America in Bloom Committee is working with the City on replacing the Tipp City sign at the East entrance to our town. Tipp Pride Day tentatively scheduled for Saturday, April 20<sup>th</sup>.

### **Staff Reports**

#### **Carol English**

- The annual Gift Giving Program was a success serving 28 families (60 children) this year. Again this year I interviewed each family so I could assure the forms were filled out properly and the needs of the family would be met. Gift Cards to bookstores and clothing stores were encouraged for older children also items they needed such as book bag or an alarm clock. Needy Basket gave each of the families a food basket. Great year!
- The First Baptist Church donated 5 Thanksgiving dinners and gift certificates to Foodtown for families in need. We dispersed the meals to area families.
- Approached by Pam Staub about her Life Class doing a community services project. I told her I have always wanted to do something for the Liberty Commons Folks. She said that her class would be interested. Together we collected money, stationary, pens, pencils, nonperishable food, snacks, drinks, and had a huge party for the residents. We had the best time there with the residents and the Life Class. I hope we get to make this a tradition and so does Pam and Liberty Commons. This came at a good time for LC, their residents will not be receiving food this year from Needy Basket, this helped them out Diana Benson told us. From the money we collected we were able to give each attendee 2 gift cards.
- Attended the Main Street Construction Meeting for our office.
- All Thank you letters were sent out postmarked by Dec. 31 for tax purposes.

- Met with Rick Mains for end of year taxes. He is working to finish them.
- Currently working on
  - The Annual Dinner and helping plan and make it happen.
  - It's in the Bag Purse Auction... watch for upcoming info March 16, 2013
  - Community Wide Garage Sale- May 4, 2013

**Katie Sonnanstine**

- Class info – Instructors/contracts/class roster
- Visit with Santa
- Preparing for Winter/Spring Program Catalog

**Chrystal Reese**

- 3<sup>rd</sup>-12<sup>th</sup> grade Youth Basketball
- K-3<sup>rd</sup> grade NFL Flag Football
- Entry of Community Relief

**Monthly Meetings attended by Director:**

Monday, November 26 <sup>th</sup>	Membership Committee Home Tour Meeting
Tuesday, November 27 <sup>th</sup>	Bash Foo
Thursday, November 29 <sup>th</sup>	Community Action Council
Friday, November 20 <sup>th</sup>	Setup for Santa* Tippecanoe Community Concert*
Saturday, December 1 <sup>st</sup>	Visit with Santa* Christmas in the Village*
Monday, December 3 <sup>rd</sup>	Civic Meeting
Wednesday, December 5 <sup>th</sup>	Chamber of Commerce Dinner*
Saturday, December 8 <sup>th</sup>	Basketball Evaluation*
Wednesday, December 12 <sup>th</sup>	Coaches Meeting* TMCS Board Meeting*
Saturday, December 15 <sup>th</sup>	Coaches Certification*
Monday, December 17 <sup>th</sup>	Membership Meeting
Tuesday, December 18 <sup>th</sup>	Downtown Tipp City Partnership
Wednesday, December 19 <sup>th</sup>	Christmas in the Village
Tuesday, January 8 <sup>th</sup>	Staff Meeting Christmas in the Village Arts Council*
Wednesday, January 9 <sup>th</sup>	Christmas in the Village* Mum Festival*
Thursday, January 10 <sup>th</sup>	Community Action Council Concert Series*
Saturday, January 12 <sup>th</sup>	Youth Basketball*
Sunday, January 13 <sup>th</sup>	Youth Basketball*
Monday, January 14 <sup>th</sup>	Park Board*
Tuesday, January 15 <sup>th</sup>	Downtown Tipp City Partnership Arts Council: Art Adventure*
Wednesday, January 16 <sup>th</sup>	America in Bloom

Thursday, January 17<sup>th</sup>  
Saturday, January 19<sup>th</sup>  
Tuesday, January 22<sup>nd</sup>  
Wednesday, January 23<sup>rd</sup>

TMCS Board of Trustees\*  
Monte Carlo Gala\*  
Arts Council – Treasurer Meeting\*  
Arts Council – Concert Series\*

\*Denotes evening hours

Tipp Monroe Community Services, Inc.  
Program Committee  
January 9, 2013

The "program committee" did meet on Wednesday, January 9th at 11:00 am in the TMCS conference room. In attendance were Katie Sonnanstine, Kathy Catrone, Lexy Nesbitt , and Patrick Hodges (chair). The items of business included but were not limited to the following:

1. The old "refund" policy was reviewed and revised and appears in the new "Winter/Spring" pamphlet/brochure.
2. It was decided that each mailer should have a seasonal heading, like "Winter/Spring".
3. Participation figures for the fall session were not available but will be reviewed at the next board meeting.
4. We are now using the "Yeck" organization for an accurate mailing list, which was a problem in the past.
5. Congratulations to Katie as there are 11 new offerings this period as well as many of the "oldies but goodies".
6. Summer session was discussed and there were many creative ideas that were presented, especially for the "youth" group.
7. The idea of including Bethel in the "program/class" mailing was discussed with the thought of increasing participation (and revenue), especially during the current financial strain. Some activities are restricted to "Tipp City or Monroe Township" residents only, which is fine. Other activities have both a "resident" and "non-resident" fee, (like flag football), which works fine. Obviously, Bethel participants would be paying the increased "non-resident" fee, a fee which we may want to take a look at for a possible increase in the future.

It was decided our next meeting would be March 13th, same time and place. 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.

**TMCS PR/Media Relations Committee  
January 2013**

The **PR / Media Relations Committee** did not meet this month but the Annual Dinner subcommittee met on January 16, 2013. (Denise Gross, Katie Sonnanstine, Carol English)

- ✓ **Annual Dinner:** We are continuing to plan and organize the Annual Dinner. Invitations have been printed and will go out soon.

The following PR items are still ongoing:

- ✓ **Ongoing: Thank You Card:** a thank you card is being designed to distribute to the community to thank them for their support and to supply them with a calendar of events; a list of important phone numbers and information on how to receive a 'Welcome to Tipp City' Bag if they are a new resident.
- ✓ **Ongoing: Welcome Bags:** still working on how to reach the new residents of Tipp/Monroe Township. Drafted a letter to send to Dr. Kumpf asking to place the cards in the schools. Waiting to proceed until cards are finished.

Submitted by:

***Denise Gross***

Committee Chair