



Tipp Monroe Community Services, Inc. Board of Trustees Meeting Minutes September 19, 2013

In Attendance

Officers: Denise Gross, President
Vickie Blakey, Vice President-Absent
Debra Jackson, Treasurer
Russell Gilmore, Secretary

Trustees: Debra Jackson
Denise Gross
Carol Noffsinger
Pat Hodges
Bryan Blake
Russell Gilmore
Vickie Blakey-Absent
Leslie McCue
Scott Scharnhorst

Staff: Kathy Taylor
Katie Sonnanstine
Carol English

Guests: Kate Johnson
Cody Rowland
John Kessler

The meeting was called to order at 6:30pm by Denise Gross.

A motion was made by Debra Jackson to move the skateboard park discussion item to the top of the agenda, seconded by Pat Hodges. All approved.

Secretary's Report

The August minutes were reviewed. A motion was made by Russ Gilmore to approve the minutes, seconded by Debra Jackson. All Approved.

Treasurer's Report

Budget: Debra Jackson reported that we had an increase in Internal Program Fees. Instructor fees are up \$2000.

A motion was made by Leslie McCue to approve the August Profit and Loss Statement, seconded by Russ Gilmore. All approved.

Advisory Committee Announcements

Cody Rowland: Tipp City Skate Park is ready to start raising money. Pat Hodges suggested that he speak with Scott Vagedes from the City to assure he has met all of the restrictions. Cody Rowland said he would like to get the kids involved in raising money so that they will feel like they are part of the park and will take care of it. The amount he would like to raise is \$220,000. Kate Johnson suggested he look into grants for the park.

A motion was made by Russ Gilmore to support Cody Rowland and move forward with this project, seconded by Debra Jackson. All approved.

Scott Scharnhorst Introduced himself.

Tipp City Schools: Kate Johnson did not have anything to report.

Park Board: Pat Hodges announced that the Pet Memorial Garden will be moving forward.

John Kessler: Gave update on the streets...they will be holding the opening on October 26th. John Kessler reminded everyone that elections are coming up.

Optimist Club: The Junior Run for the Mums will be held September 29th.

Board Committee Reports:

Arts Council: The September concert had 52 attendees. Planning will begin for 2014.

Corporate: No Report

Finance: No Report

Membership: No Report.

PR: Denise Gross reported she is working on the volunteer form.

Personnel: Would like to get more volunteers involved, will look into possibly using inters from UD.

Website: Carol Noffsinger asked if Kathy had contacted UVCTC about constructing a website for us. Kathy said she had made the attempt to contact them and they did not call her back. Carol Noffsinger said she would contact the person at UVCTC and have them call Kathy tomorrow. Kathy said she would be glad to talk to them.

Programs:

The summer numbers were reviewed and found that the numbers of participants were up.

Classes for the next brochure are due to Katie Sonnanstine by November 22, 2013.

TMCS was asked to take over the Camp Kern Trip that the school has done for years. They are unable to do it because it does not follow their curriculum. At this time Katie Sonnanstine is gathering information about cost, program, busing, and background checks.

Katie Sonnanstine reviewed the Fall Brochure and mentioned we have some new classes such as Eye Health and Stretch Class.

The Halloween Parade has been changed to October 26th to coordinate with the city opening the streets.

Social Services: Kathy Taylor reported that New Path Ministries wants to collect coats and have us help in the distribution of them. We will get more information as available.

Directors Report:

See attached report

Presidents Comments: Denise Gross: "We want to welcome our new Trustees."

Election of Officers

2013-2014 slate of officers:

Denise Gross-President

Vickie Blakey-Vice President

Bryan Blake-Secretary

Debra Jackson-Treasurer

A motion was made by Russ Gilmore to accept the slate of officers, seconded by Leslie McCue. All approved.

New/Old Business:

Discussion was held by Pat Hodges that the Dog Park Bricks will be similar to the sales of the Veterans Memorial Park Bricks. Will ask Vickie Blakey to check with Piqua Granite to see what they would charge us for the engravings.

A December meeting will be held only if necessary.

Russ Gilmore made a motion that the Board go into Executive Session, seconded by Pat Hodges. All approved.

The TMCS Board announced that the office will be closed the week of Christmas.

A motion was made by Leslie McCue to adjourn the meeting, seconded by Carol Noffsinger. All approved.

Meeting adjourned at 7:52pm.

Respectfully submitted by

Carol English

Director's Report

Educational

- The 2013 Fall Term has begun and will run through mid-December.
- A variety of programs/activities are being offered: Eye Health Series, Dog Obedience, Fun with Recycling, Flower Arranging, Legal & Financial Seminars, Cooking Classes, R.A.D., Sketching, Turbo Kick and so much more. Check out the 2013 TMCS Fall Programs and Classes. www.tmcomservices.org
- If you have any program ideas or suggestion, please you're your information directly to Katie Sonnanstine. ksonnanstine@tmcomservices.org

Recreational

- 2013 Run for the Mums; Increase fee from \$15 to \$20. Premier Sponsors: IMDA, Meijer, Alvetro and Regal Beloit; Sponsors: Sterling House of Troy; Nolan, Gierre CPA; Evans Title and Kettering Sports Center. Total Donations; \$5250. Registration information: Pre-registration: \$20 includes shirt, \$15 no shirt; After September 18th, \$20 no shirt. Shirts will be available for \$10 the day of the race. Met with the City and discussed the needs for that day – banners hung, sweeping the route, police, etc.
- Currently taking registrations for the 3rd-12th grade Youth Basketball Program. Last day to register: 3rd-6th grade is October 25th, 7th-12th grade is November 27th.
- Signup for the NFL Flag Football Fall Season by September 13th.
- The Euchre Club for this year has been cancelled. We are currently working with Randall on setting up a monthly Euchre Group.

Upcoming Events

September 14, 2013 Seraphim Chamber Music – Last of the concert series
September 28, 2013 Run for the Mums
October 26, 2013 Celebration of the Opening of Main Street- Halloween Parade

Social Services

- Lunch on Us – Total after ten weeks: 4056

- Distributed over 60 backpacks to area children. Bought two Texas Instrument Calculators for the High School – these will be check out on the honor system.
- Preparing for the Gift Giving Program
- Working with New Path on a winter coat distribution program

Total served in August

Community Relief: 15 individuals/families: 14 -city, 31 HH; 1-township, 2HH

Loan Instrument: Percussion Set and Trumpet

Diaper & Formula Fund: 1

Eyeglasses: 2

Mobile Meals: 6 individuals

Tipp City Arts Council:

- TMCS & TCAAC held their last concert this summer on September 14th. The crowd enjoyed the Seraphim Chamber Artists and light refreshments. Special thank you to: Ohio Arts Council for making this concert series possible.
- “Take a Seat” Art Tour & Auction sponsored by TMCS & TCAAC. Committees are meeting monthly to prepare of the upcoming 2014 Take a Seat Art Tour & Auction event. Auction scheduled for Saturday, August 23, 2014, 6:30-10 pm Cedar Springs Pavilion.

General Information

- **Construction is in full swing on Main Street from 3rd-4th. Will it ever end!**
- Disc Golf Course: Working with the Tipp City Park Board, Five Rivers Metro Parks, Dayton Disc Golf Association and a group of young adults trying to get a Disc Golf Course in Tipp City. Rec’d Approval from Park Board. Baskets have been received and will be installed In the next couple of weeks. Temporary tees will be installed for the first year.
- Volunteer and Board – Tracking of volunteer hours
- Working with the TMCS Committees on a variety of projects.
- America in Bloom Committee is working with the City on replacing the Tipp City sign at the East entrance to our town.
- Major work has been completed on the TMCS website. Thank you Denise, Katie and Matt Black.
- In the 2013 Fall Catalog we will be advertising that TMCS has partnered with Thrivent Financial in hopes of getting additional donations to our agency. Current amount donated by Thrivent members: \$7762
- Working with Randall Assisted Living on program opportunities
- Working on getting the Director’s Job broken down into different sections for cross training of staff.

- New staff evaluation forms have been completed.
- Request for TMCS to assist with the Disc Golf Course, Dog Park Memorial Bricks and the Skate Park
- Fundraiser scheduled at Bob Evans on October 11 and 12
- Make a Change fundraiser scheduled for last two week in January. TMCS will challenge each grade in the Tipp City School District to help raise awareness and money for the TMCS youth programs.
- Requested by the school to take over Camp Kern – looking into program

Staff

Carol English

- The Lunch on Us program continues to serve the children and the numbers keep growing. Final report 4056 meals served.
- Looking toward the future on fundraising, some of the ideas are:
 - Minute to Win It Competition April 2014
 - 2nd Annual “It’s in the Bag” Purse Auction March 2014
 - Bob Evans Dine In- Scheduled for October 11 & 12, 2013
 - Make a Change TBD
 - Green Shirt Car Wash (in spring or early summer 2014)
 - Bingo at Mum Festival 2014 (spoke with State of Ohio re: this)
- Working on mapping out the outlying businesses to show location and address and services for Kathy so that we have a current and updated map.
- I have been helping Kathy with the Chamber Music Event in September
- Continuing to look into implementing a volunteer program. The volunteers we have from the Lunch on Us program will be a great source to draw from. We have a lot of dedicated people in Tipp City and it is a pleasure to work with them.
- I thought about having a late spring coloring contest. This would bring more parents into the office and at that time we could remind them that the summer brochure is out and it is time to start thinking about the summer vacation at the park???
- I am in the process of gathering info on direct deposit. There will be a flat \$10/month rate charged by Unity National Bank. Every week I would update the employee list and enter the amount to be paid and they need a 48 hour window for submission.
- Gearing up for the 2013 Run for the Mums

Katie Sonnanstine

Fall 2013 Catalogue

- Completed catalogue & proofing for Lexy to send to printer
- Reserved class rooms with township & library

Fall 2013 Website

- Provided pictures and wording for events and programs
- Stayed on Matt to make sure things were done on time
- Checked website for updates/errors and sent list to Matt for correction (Sept. 9)

Building Supervisors

- Interviewed job applicants and hired building supervisors for fall
- Scheduled & held orientation (Sept 10)
- Ordered shirts, made name tags, keys made
- Revised Rules & Regulations
- Sent out letters and paperwork (tax, I9, work permit) to new employees

Registration

- Organized registration materials; ticklers, online registration pages
- Prepared Fall Check list for classes

School Open House

- Prepared flyers, gathered handouts
- *Attended Broadway Open House

Other

- Obtained new student count for each school
- Sent TMCS scheduled classes to schools
- E-mailed gym requests for Select
- Begin planning Halloween Parade
- Secured location, Community Band, police
- Working with Chamber & Downtown Tipp City Partnership on plans
- Planning games and activities (RE/MAX for pumpkins)
- Gathered information concerning Camp Kern
- Seraphim Concert on Sept. 14
- Shopped for groceries
- Prepared food
- *Attended concert to help with clean up and food service

Publicity/Communication

- September Constant Contact
- Scheduled meeting with Bethel Schools (Sept. 10)
- Prepared & delivered flyers to schools

Meetings

- *Met with Tipp Select basketball coaches to go over gym scheduling, background check procedure and concussion class.
- *Attended CMW Meeting
- *Hip to be Tipp booth at the Marketplace

*Evening and weekend activities

Monthly Meetings attended by Director:

Tuesday, August 20 th	Creative Committee – Take a Seat
Wednesday, August 22 nd	Open House - LT Ball*
Saturday, August 24 th	Tipp City Market Place*
Wednesday, August 28 th	City Meeting – Run for the Mums/Concessions*
Thursday, August 29 th	Dr. John Kronour, Superintendent - Fundraiser Cody Lawson – Skate Park
Tuesday, September 3 rd	Dr. John Kronour – Principal’s Meeting
Saturday, September 7 th	Tipp City Market Place – Arts Council*
Monday, September 9 th	Business Advisory Committee* Park Board Meeting*
Tuesday, September 10 th	Building Supervisors Meeting Arts Council* Dr. Ritzi’s Office – possibility of volunteers
Wednesday, September 11 th	Mum Festival*
Thursday, September 12 th	Community Action Council Children’s Art Adventure*
Saturday, September 14 th	Concert in the Park*
Monday, September 16 th	Lesley McCue – New Trustee Home Tour Meeting*
Tuesday, September 17 th	Scott Scharnhorst – New Trustees Creative Chair Committee
Wednesday, September 18 th	Program Committee Soroptimist Meeting*
Thursday, September 19 th	Home Tour Meeting* TMCS Board of Trustees*

*Denotes evening meetings