



**Tipp Monroe Community Services, Inc.
Board of Trustees Meeting Minutes
April 17, 2014**

Officers: Denise Gross, President
Vickie Blakey, Vice President
Debra Jackson, Treasurer-Absent
Bryan Blake, Secretary

Trustees: Debra Jackson-Absent
Carol Noffsinger-Absent
Pat Hodges
Bryan Blake- arrived at 7pm due to work.
Vickie Blakey
Leslie Evans-Absent
Andrew White
Denise Gross

Staff: Kathy Taylor
Carol English

The meeting was called to order at 7:06 pm by Denise Gross. Meeting was delayed until Bryan Blake arrived from work.

A motion was made by Vickie Blakey to approve the agenda as presented, seconded by Pat Hodges. All approved.

Secretary's Report

A motion was made by Bryan Blake to approve the April minutes as presented, seconded by Vickie Blakey. All Approved.

Treasurers Report

Kathy Taylor reported that September through March numbers are looking good. The tax levy check should be coming in by the end of the month. Charitable Fees were increased paid. Employee Insurance will be going down due to Katie Sonnanstine turning 65 in February, the TMCS insurance is her secondary insurance. We should see the difference in May. The dumpster was paid for for the year.

A motion was made by Andrew White to approve the March Financial Statement, seconded by Bryan Blake. All approved.

Advisory Committee Announcements

Township: No Report

Tipp City Schools:No Report

Park Board: No meeting in April

City:No Report

Optimists:No Report

Board Committee Reports:

No Reports

Director's Report

Sent as an attachment

President's Report:

Denise Gross announced that there was a vacancy on the board due to Scott Sharnhorst resigning. The board felt they did not need to discuss the applicants again since they were still fresh in their memories.

Pat Hodges made a motion to recommend Steve Van Horn for the board vacancy, Vickie Blakey seconded the motion. All approved.

New Business

Building Maintenance Update:

Kathy Taylor informed the board that it would cost \$1235.55 to replace the carpet in the paper room and the kitchen with linoleum. This includes them moving everything out and then putting it all back for us.

Pat Hodges made a motion to pay for this to be done, Vickie Blakey seconded the motion. All Approved.

At this time Vickie asked about what kind of filtration system we have in the building. We do not currently have any. Vickie Blakey will look into this and get with Kathy.

At 7:20 pm, Vickie Blakey made a motion to adjourn the meeting, seconded by Bryan Blake. All Approved.

Respectfully submitted by
Carol English

Director's Report

Educational

- 2014 Winter/Spring Classes: Companion Gardening: 31 participants, Wine Tasting: 17 participants, Skate Boarding – 7 participants, etc.
- The 2014 Summer Term Class Catalog was sent to the printers and will be delivered in May to Tipp City/Monroe and Bethel Township residents. Classes will begin mid- June.
- A variety of programs/activities are being offered: 6 weeks of Summer Fun at the Park, Financial Seminars, R.A.D. (Rape Awareness Defense for Women, an
- If you have any program ideas or suggestion, please you're your information directly to Katie Sonnanstine. ksonnanstine@tmcomservices.org

Recreational

- The 2014 Spring NFL Flag Football (K-6th grade). Games began in April and will run through June. 9 Teams
- 3rd-12th grade Youth Basketball: 3rd-4th grade Boys: 6 teams; 3rd-4th grade Girls: 2 teams; 5th & 6th grade Girls: 3 teams; 5th & 6th grade Boys: 6 teams; 7th & 8th grade Girls: 3 teams; 7th & 8th grade Boys: 6 teams; 9th-12th grade Boys: 8 teams; Select Teams: 8: 40 teams: BASKETBALL IS DONE!!!! Registration will begin in August.
- Work has begun on the 2014 Run for the Mums. T-shirt Design Contest will be sent to the schools and newspapers in May
- Annual Community Wide Garage Sale will be held May 3.
- In the process for hiring summer staff.
- Dates have been scheduled

Upcoming Events

May 3, 2014	Community Wide Garage Sale
May 16, 2014	Miami County Senior Citizen Day
May 17, 2014	Aullwood
May 28, 2014	Memorial Day Parade
June, 14, 2014	Canal Music Fest
June 21, 2014	Antique & Artisan

Social Services

- Meeting will be held with the Social Service committee to discuss current/new programs and the 2014 Summer Lunch Program.

Community Relief: assisted 11 individuals/families

Eyeglasses: 2;

Grant Requests: March/April

\$5000 – Thrivent and Matthew Buehrer – Lunch on Us

April 30th, 8 pm, United Way Office – Hearing set with the Tipp City United Way Board

Tipp City Arts Council:

- TCAAC working on Canal Music Fest: Hotel California will be performing. Over \$8,000 dollars was raised by the TCAAC Fundraising Committee for the Canal Music Fest.
- Poetry Contest – winners will be selected and announce in the next couple of weeks.
- “Take a Seat” Art Tour & Auction sponsored by TMCS & TCAAC. The event is coming along nicely, 45 entries to date. Last day for chair entries – May 1
- Children’s Art Adventure: Saturday August 2nd, 9-1 pm, held at the Tipp City Market Place.

General Information

- Volunteer and Board – Tracking of volunteer hours
- Working with the TMCS Committees on a variety of projects.
- George Bayman and Dave Werts have resigned as the America in Bloom Chairs.
- Tipp Pride Day – Scheduled for Saturday, April 19th, 9 am – 2 pm
- New Phone System – up and working
- Matt Black – Web Designer was in the hospital for one month – he said that he can still do our website – delay in updates

Staff

Carol English

- Reconciled the checking account for March, working on the other accounts and taking taxes to Rick Mains for the quarter.
- All of the information for the garage sale is out and I am selling ad space on page 2 for area businesses or for participants to list specific items to sell. The cost is \$15 instead of \$10. I would like to raise enough money to pay for the paper, printing and have some money set aside for the purchase of signs for next year. I will be visiting businesses to ask them if they are interested.
- Reserved the TCUMC for the Summer Lunch on Us program this summer. Signed a contract with them for use of the great hall and kitchen for 10 weeks. Started planning for the program with Renee Johnson. Sent letters to all of the churches to inform them we are holding a meeting on April 22 at 6:30pm for the Pastor or a representative from their church. At this time the program is explained and the need for volunteers and information on how that works will be handed out. I was contacted by the American Legion Post 586, they want to collect non perishable food for us and donate it to the program. I would like to work with the churches to have them help us gather non perishables and school supplies.
- Reserved the TCUMC for the 2015 Purse Auction. We have filled Zion and need to move to somewhere larger to accommodate the crowd. This is a great problem to have! Looking forward to growing.
- Continuing to work with Sue to teach her how to do payroll and write checks, make deposits and take care of the books.

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.

Promotions/Advertising

- Press Releases about classes sent to the newspapers, KIT TV & Quick News
- Printed and delivered April flyer to schools

- April Constant Contact
- Facebook – wine class, computer class

Summer Brochure

- Gathered class information from instructors
- Contacted individuals about programs/classes
- Secured locations for programs & classes
- Selected photos for front cover and other pages
- Came up with descriptions for camp weeks
- Typed brochure and sent to Lexy for graphic design (one week ahead of schedule)
- Met with Lexy to go over proof

Summer Programs

- Gathering crafts, activities and games for camp
- Preparing for registration
 - Table of Contents
 - Roster of Classes
 - Reminders
- Began to hire summer employees

Other

- Met with Monroe Township to discuss summer programs for the educational portion of their permit
- DTCP meeting – April 15

*Evening and Weekend hours

Community Minded Women meeting – April 10*

Art Camp Committee Meeting – April 14*

Sue Roberts

- Community Relief data entry
- Flag Football – registration entry, drafting of teams and compiling folders for Coaches Meeting
- Greeting customers and answering phones
- Sending thank you letters do donors

Monthly Meetings attended by Director:

Monday, March 24th – March 28th - Vacation

Monday, March 24th Creative Display*

Tuesday, March 25th Auction – Take a Seat*

Wednesday, March 26th America in Bloom*

Monday, March 31st Tri-Agency*

Tuesday, April 1st Tony Heintz – Tipp City United Way

Monday, April 7th Take a Seat – Creative Display*

Tuesday, April 8th Abby Allen: New Program Idea

Arts Council*

Wednesday, April 9th Coaches Meeting – Flag Football*

Mum Festival*

Dick's Sporting Goods – Possible sponsor for Flag Football

Thursday, April 10th AIB – Tree USA

Call to Artist*

Friday, April 11 th	Serving – Tree USA Luncheon
Monday, April 14 th	Abbott – Meeting with Plant Manager
Tuesday, April 15 th	Senior Day
Wednesday, April 16 th	Soroptimist*
Thursday, April 17 th	State of Our Schools - Luncheon TMCS Board of Trustees*
Saturday, April 19 th	Tipp Pride Day*

*Denotes evening meetings