



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

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

Trustees: Debra Jackson
Carol Noffsinger
Pat Hodges
Bryan Blake-Absent
Vickie Blakey
Leslie Evans
Andrew White
Denise Gross
Steven Van Horn

Staff: Kathy Taylor
Carol English
Katie Sonnanstine
Renee Johnson (Lunch On Us)

Guests: John Kessler
Phil Cox
Heather Bailey
Jackie Halderman
Virginia McDermott
Andi Trzeciak
Heather Dorsten

The meeting was called to order at 6:31pm by Denise Gross, TMCS President. Introductions were done.

Denise Gross asked to change the agenda, by moving Christmas in the Village from New/Old Business to after Advisory Committee Reports. A motion was made by Debra Jackson to move CITV to the first item to be discussed, seconded by Leslie Evans. All Approved.

Christmas In the Village Discussion: See Attachment

The Tipp Monroe Community Services Board of Trustees listened to the presentation by the Christmas in the Village Committee. Both groups discussed the pros and cons of the event staying with Community Services and going out on its own.

A motion was made by Andrew White to allow the Christmas in the Village Program to leave TMCS and be taken over by the Christmas in the Village Committee, seconded by Lesley Evans. Motion passes.

A committee was formed to discuss with the Christmas in the Village Committee, Community Services role in the event. Committee consisted of Lesley Evans, Andrew White and Steven VanHorn.

Secretary's Report

A motion was made by Pat Hodges to approve the June Minutes, seconded by Steven VanHorn. All Approved.

Treasurers Report

Debra Jackson reported that the Internal Program Fees are up \$2000, Tax Levy is \$5000 less than estimated, Recreation shows no money out for playgrounds due to the first week being cancelled. Administrative Expenses show bank charges and they are up due to increase in credit card use. Miscellaneous shows the \$530 for the air quality test done on the building. Overall the budget shows we are \$434.66 better than the budget for the month.

A motion was made by Steven VanHorn to approve the June Financial Statement, seconded by Carol Noffsinger. All approved.

Advisory Committee Announcements

Township: Phil Cox said that the Emerald Ash Borer had ruined many trees in Deer Dale Park. The township is updating their website. Making repairs on Ginghamburg Road from 25A towards the east. They are purchasing a pickup truck for \$25,000. The Senior citizens wanted to put a new Senior Center on the ballot in November but they do not have land yet so they are going to hold off on that for now.

Tipp City Schools: No Report

Park Board: Disc Golf Tournament is being held. UD is holding a soccer camp. Tweed Woods and City Park is getting new play equipment.

City: Bids on 4th Street are in. Construction companies are very busy at this time so it may take a while to get that fixed.

Optimists: The optimists are looking to change their fundraising event. They are looking for new ideas.

Board Committee Reports:

Social Services: No Report

Arts Council: Art Camp is next week, the Children's Art Adventure is August 2nd. The Take a Seat Auction is being held August 23rd with the Artists reception August 10th.

Corporate: No Report

Finance: Did meet to discuss budget.

Membership: Steve Van Horn met with Kathy to work on strategic goals.

Public Relations: No Report

Personnel: Met last week

Programs: No Report

Directors Report:

Everyone had received the report by email and had read it. There was no need for discussion.

Old/New Business:

The Budget will be reviewed and voted on in August. Debra Jackson gave an overview of the budget and said if anyone has any questions to please call Kathy Taylor.

There are 8 applicants for the new Board of Trustees.

The Run for the Mums t-shirt contest had a number of entries, after much discussion a winner was chosen. Kathy Taylor will call the winner, next week.

Andrew White talked about wanting to teach his Law class at TMCS and Pat Hodges said that it had come up during the Program Committee and at that time they had determined it was too similar to another class being taught. It was suggested by Leslie Evans that a class for younger people be held.

Leslie Evans made a motion that Kathy Taylor be included in the Executive Session, motion seconded by Vickie Blakey . All Approved.

Upon return a motion was made by Vickie Blakey to give the employees of TMCS a 2% raise. She also said that Katie Sonnanstine would be receiving \$100 more a week because of the decrease cost in insurance. Motion was seconded by Leslie Evans. All Approved.

President's Comments: None at this time.

8:30pm Leslie Evans made a motion to adjourn the meeting, seconded by Pat Hodges. All Approved.

Respectfully submitted by

Carol English

**Director's Report
July 2014**

Educational

- The 2014 Summer Term Class Catalog has been delivered to Tipp City/Monroe and Bethel Township residents. Classes will begin early June.
- A variety of programs/activities are being offered: 6 weeks of Summer Fun at the Park, Wonderful World of Horses, Skateboarding, Mommy & Me Manicure and many more fun and exciting programs.
- If you have any program ideas or suggestion, please send your information directly to Katie Sonnanstine. ksonnanstine@tmcomservices.org

Recreational

- Work has begun on the 2014 Run for the Mums: Premier Sponsors: Meijer, Regal Beloit and Abbott. Date: September 27, 2014
- 2014 Summer Playgrounds are gearing up and will begin on Monday, June 16th. First session was cancelled – lack of attendance. Second session a go – 22 participants

Upcoming Events

August 2 Children's Art Adventure
August 23 Take a Seat Auction

Social Services

- 2014 Lunch on Us Program has begun. A total of 6 sites: Two sit down sites (UMC and Upper Room; 3 drop-off sites (2 city/1 township); drop off at Liberty Commons.
- Received \$21,000 from Duke Foundation, for assisting our area residents with water heaters and furnaces.

Tipp City Arts Council:

- "Take a Seat" Art Tour & Auction sponsored by TMCS & TCAAC; Chairs have been delivered to area businesses. Map on table. Sharon Elaine photographed the chairs, bios finished, invitations completed, and mailing going out in one week. An Artist Reception was scheduled for August 10th, 2-4 pm at the United Methodist Church. Auction of the chairs will take place on Saturday, August 23rd, 6:30-10 pm at Cedar Springs. Sent an email to Living Dayton – trying to get onto their show.
- Children's Art Adventure: Saturday August 2nd, 9-1 pm, held at the Tipp City Market Place.

General Information

- Put together a presentation on the City Parks. This presentation was given on Thursday, May 29th, at the City Park to over 200 second graders and to Senior Citizens on August 14.
- The building is done and reorganized
- BUDGET
- In the process of making a TMCS Operational Manual. Very proud of the staff for working so hard on their job responsibilities.

Staff

Carol English

- Continued to plan and organize the 2014 Lunch On Us program. Contacted churches to request help. Currently we have 6 of 10 weeks taken care of. Went shopping for a freezer, found one at HH Gregg, it was delivered 6/11/14 in the middle of the construction. We will fill it when it is in its resting place. We do not want to move it full. Picked up our first week of Panera Bread. Visited local businesses for donations. Met with Gordon Food Service and Keith Long of Sam & Ethel's for possible delivery, they are unable to deliver orders under \$250.00 so Keith volunteered to order the food for us and GFS will give him a separate invoice and I will pay it the following Monday and take to Keith. Took Craig Helman out to Tweed Woods Park area to hand out flyers. Met with Upper Room Worship Center and Sue Roberts and we learned how to open their church and disarm and enable the alarm. Two food drives and one school supply drive are going on at Abbott this summer. The American Legion Post 586 is also currently doing a food drive with food being delivered weekly. Updated insurance policies. Had new signs made to the delivery sites. The program started 6/9/2014we are looking forward to a great summer.

Katie Sonnanstine

Daily and weekly duties including but not limited to:

Instructor contracts/rosters

Communicate with instructors about classes and special needs

Manage online registrations

Keep website updated with full and cancelled classes

Put classes on Facebook

Sent press releases to newspapers/KIT TV/Greg Enslin/Mike McDermott

Send e-mails to online registrants to collect money and medical release forms

Sent e-mails to former students about upcoming classes

Meetings

Attended Downtown Tipp City Partnership Meeting- June 17 & July 15

*Auction Meeting for Take a Seat – June 17

Worked at Antique & Artisan Show as DTCP committee member – June 21
Assisted at Safety City Graduation and spoke about TMCS & CMW – June 20
*Worked at Farmers Market - July 12 for TMCS
*Art Camp Meeting – July 7
Program Committee Meeting – July 9

Summer Vacation at the Park

Designed weekly programs
Purchased supplies
Gathered supplies & made craft pieces
Supervise staff and make work schedules

Other

July Constant Contact
Request for Art Adventure supplies on Constant Contact
Summer Vacation at the Park Advertisement– Constant Contact
Sent letter to instructors regarding Fall classes/begin to plan fall activities
*Evening/weekend activities

Sue Roberts

This month I started going thru the community relief to try to combine and organize what was done in the past and input it into the computer.

Working for the Lunch on Us program.
I helped people register for classes.
I wrote all the thank you notes for the office.

Monthly Meetings attended by Director:

Saturday, June 21	Antique & Artisan Show*
Tuesday, June 24	Take a Seat
Monday, June 30	Tri-Agency Meeting*
Tuesday, July 1	Staff Meeting Creative Design
Monday, July 7	Jason Petty All State
Tuesday, July 8	Arts Council*
Wednesday, July 9	Mum Festival* Program Committee
Monday, July 14	Park Board*
Tuesday, July 15	Steven Van Horn
Wednesday, July 16	Finance Committee*
Thursday, July 17	TMCS Board of Trustees Meeting*

*Denotes evening meetings

July 17, 2014

Presentation by Heather Bailey to the TMCS Board of Trustees

I look around the room tonight and am struck by the commitment of the people sitting here. Tipp's fortunate to have so many folks who care about this town. It's the details, like lovely streetscapes, arts, kids' activities and special events that keep Tipp attractive to live, work in, and visit. Tonight we're going to talk about one of those special events. The Christmas in the Village Home Tour. When I stepped up to lead the Tour in 2009, it was after the event had been dormant for a year. I happily picked it up, dusted it off, give it a new name, image and scale. It grew from 462 ticketholders my first year to last year's record of over 1200.

Many elements you see in the current Tour format are unique from the Tours prior to my leadership. Professional designers create fancy vistas on tabletops. Merchants create seasonal product lines with our logo. A trolley shuttles ticketholders. We have signed contracts with sponsors, merchants, designers and homeowners to commit in writing everyone's pledge for the roles they will play. A Preview Night party attracts ticket holders willing to pay a premium for the sneak peek.

Some new elements have come via partnerships with dynamic nonprofits including the Arts Council and Master Gardeners. These partnerships serve multiple purposes. They simultaneously fulfill THEIR missions AND deliver end-products that enhance the Tour. An excellent example of this is the Historical Society. They research the histories of each home, make elaborate display boards from the research and sometimes even dress up docents as the historical homeowners.

How has the Tour reached this level of success? That's an easy question. If one word could describe the last five years, it is CHANGE. It charges our Team's batteries and spurs innovation. We hope all of you have witnessed our work first-hand on Tour day. For us CREATIVITY = CHANGE. Like the changes I mentioned a few moments ago, we work efficiently to get the most out of a one-day event. We are confident that the Tour has yet to reach its full potential. Growth will come from our commitment to deliver a fresh experience to ticket holders each year. (And from a bunch of hard work and continuous process evaluation....both of which we do quite well.)

What purpose does the Tour serve? Many. It serves the ticketholder who comes for entertainment. It serves the featured neighborhoods through increased maintenance and curb

appeal not only of the featured homes but also neighboring homes. And it also serves the Downtown Merchants and Restaurants who NOW consider Tour day their 2nd best sales day of the year. Our "Signature Event" increases Tipp's reputation as a year-round destination. At the end of the day, more than anything else, the Tour is an important economic development tool. Nearly 50% of last year's ticket holders came from outside of Miami County.

So why are we together tonight? I am here to respectfully tell you that the Tour is emancipating itself from solely supporting TMCS and DTCP. I am also here to tell you that since the Spring it has been my wish to discuss the meaningful ways that TMCS can continue partnering with the Tour. If we can find meaningful collaborations between our two groups, Tipp will be the better for it. Why now? And why this change? In fairness to our other nonprofit partners we cannot exclude them from our economic support and expect them to continue helping us. We also cannot grow the Tour much more without spicing things up a bit. The new format brings incentives to the nonprofits and in turn they will bring us creativity and manpower.

Now the question that may be on your minds. How will proceeds be divided? We will divide the annual profits among the organizations who partner with us. Splits will be proportionate to the degree of benefit brought to the Tour. The Tour committee will be responsible for determining the division of the proceeds once the net income is tallied and final partnerships fulfilled.

Like our many changes over the last five years, this is a strategic move. We know that change is not easy for everyone. We get that. But I personally assure you that it has been reached with only one thing in mind. As the economic tool that it has become, **WHAT WILL PROVIDE THE GREATEST BENEFIT TO TIPP CITY?**

From an outside perspective, this change is invisible. No ticket holder, merchant or homeowner will see any changes. As our partner, Community Services may take the same amount of pride in its involvement with the Tour as in the past. And we will similarly take pride in that partnership with you.