

Willard Community Center
Board Meeting Minutes
December 18, 2017

Attendance: Irene Williams, Mitch Critel, Johanna Hannemann, Michele Lueders, Joey Mumaugh, Justin Pflanz, Emily Phelps, and Lyle Wheeler.

Members absent: Kassy Knudson, Sherry Moore, Macduff Okuom and Sara Sayre.

Also in attendance: Sarah Reinke, Dani Jurgens, Renee Hein and Janelle Soderling.

The meeting was called to order at 5:50 pm after the group was served a meal from Valentino's donated by board chair, Irene Williams.

Ms. Williams introduced Dani Jurgens as Willard's new Advancement and Child Care Director Assistant. Ms. Williams then introduced Renee Hein as our Accounting Coordinator. The ladies shared some information about themselves and then the board members introduced themselves.

There was some discussion about the financials on the consent agenda. Doolittle and Lloyd Accounting got the October financials completed before the board meeting and will in turn send out the November and December financials when they are completed. Ms. Hein has been meeting monthly with Bruce Lloyd to give him our information from Quickbooks so he can produce the monthly financials. Ms. Williams asked for approval of the consent agenda. Ms. Phelps made the motion to approve. Mr. Pflanz seconded. Motion carried.

Ms. Williams gave an update about the Capital Campaign. Ms. Kathy LeBaron, committee chair, and Ms. Williams have met and determined that we are \$265,000.00 short of needed funds for the renovation. A letter was sent to the Peter Kiewit Foundation requesting additional funding but we have not heard anything at this time. They also discussed the possibility of selling bricks or something with funders names on them as a last minute push to raise \$50,000.00. Ms. Jurgens suggested that we sell little hand prints to parents to put their children's names on them to put on the back of the preschool chairs so that they will be remembered as a preschooler at Willard.

Ms. Williams gave an update on the campus concept with Willard Community Center, Mourning Hope and Parks and Recreation. Ms. Williams will ask Mourning Hope to write to the Sunderland Foundation for the concrete for the shared parking lot. Mourning Hope will need to tell them that we are working together on this campus concept and hopefully they will fund the expense.

Ms. Soderling gave an update about our furniture meeting with Eakes Office Solutions. We will be ordering new tables and chairs for the second and third floors. We will get 150 chairs to accommodate our child care program. We will also order a few specialty pieces of furniture for the game room and 12" chairs for the preschool rooms. We are hoping that all the donated office furniture will work in the offices.

Ms. Williams informed the board that she has met with West Gate Bank and has arranged for a line of credit which should be close to \$800,000.00 to cover the shortfall and the pledges that haven't come in yet. She will sign loan papers in early January. Mr. Wheeler motioned for approval to move forward with the line of credit. Mr. Pflanz seconded the motion and the motion passed unanimously.

She also reported that she ran into Mr. John Arrigo from West Gate Bank and he inquired about our building progress. He made mention that maybe West Gate Bank could do more to help with the project.

Mr. Mumaugh discussed the TV and computer needs for the building. We will have a TV in every room except for the preschool rooms which will have a portable tv to use when needed. Ms. Williams inquired as to software that could enable presentations on tv's. The one she is familiar with is we-present.

Ms. Williams has added an article to our website about the renovation and expansion project. She reminded Ms. Soderling to post updated building photos on the website and then post them on Facebook from there. FES will arrange for training on new updates for the website.

Ms. Soderling informed the board that she had received a phone call from Michael Harpster, architect with BVH, that there was a compliance issue with having tile behind the stove and exhaust hood. It can get greasy and dirty and cause a fire hazard. He suggested that we install stainless steel instead. Ms. Williams asked that Ms. Soderling contact the campaign committee and make sure that was OK with them.

Mr. Mumaugh reported to the board that at our monthly walk through with Cheevers and BVH it was brought up that we did not have anything in the budget to replace the stair railings on the interior stairs. The current railings are not in compliance with regulations. They have to wrap around the corners in one continuous railing. Tim Donner with Cheevers will get us an estimate to either replace with steel or repair, replace missing sections and refinish the existing railings.

Mr. Mumaugh also showed the group some banners that were designed for the outside front of the building with names of the donors. Ms. Williams wants the campaign committee to review the banners. They would be made of a heavy tarp that would be left outside on the building until they no longer looked good. We have 157 donors to date.

Mr. Mumaugh also has found a company, that will do the frosted coating on the basement bathroom windows at a discounted rate. Cheevers said they can refund the money in the budget for that expense.

Parks and Recreation, Mourning Hope, and Willard conducted a public meeting at Roper in December regarding the project and the 'campus' concept which included relocating the park and getting additional land for a shared parking lot. Community Health Endowment (CHE) was also in attendance and discussed how they will pay for the land and would like to help redesign the park to make it more conducive to healthy habits. Mourning Hope and Willard will enter into an operating agreement for the shared parking lot. Lori Siebel from CHE who is also part of Prosper Lincoln, commented that Prosper Lincoln is looking for four sites that would be part of a pilot project for expanded child care and that Willard has been mentioned as a possible site. CHE is also looking for a site to prepare healthy lunches to replace the current Health Department Summer Lunch Program.

Mr. Wheeler suggested that as we look into the development of the adjoining City Park that we consider an all-inclusive playground which would include accessibility for handicapped individuals like at Antelope Park.

Ms. Soderling reported that she had a meeting with the Lincoln Area Agency on Aging and they were excited to discuss possible programming at Willard once the facility opens. She also happily reported to the board that United Way had approved our Letter of Intent to request funding for our Preschool and Pre-K Programs. For the 2018-2020 funding cycle we will request funding for the Preschool/Pre-K Programs and the CLC at Lakeview.

Meeting was adjourned at 6:45 pm.

Next board meeting will be held on January 29, 2018.