

Willard Community Center
Board Meeting Agenda
For July 24, 2019

Meeting to be held at 12:00 pm at Lincoln Industries, east entrance.
“We help area residents grow, connect and contribute to our community.”

1. Consent Agenda – Ms. Knudson
 - Minutes from June 26, 2019
 - Directors Report – July 2019
 - Financials for May 2019
2. Fund Raising Updates – Poker Run and Golf Tournament – Mr. Pflanz and Ms. Reinke
3. Update on the Step Up to Quality Child Care Accreditation – Ms. Love
4. Grant research and updates – Ms. Soderling



Janelle Soderling <janelles@willardcommunitycenter.org>

Willard's board

Missy Wigley <missy.wigley@gmail.com>

Wed, Aug 21, 2019 at 2:46 PM

To: Janelle Soderling <janelles@willardcommunitycenter.org>

Janelle--

My apologies as I am resigning from Willard's board. I am in the process of changing employers and have found that my time is no longer as available as it once was.

Thank you, and I wish everyone all the best.

--

Missy Wigley

Willard Community Center Board of Directors Meeting Minutes from July 24, 2019

Members in attendance: Kassy Knudson, Justin Pflanz, Joey Mumaugh, Johanna Hannemann, Carolyn Kortmeyer, Emily Phelps, Brett Richert, and Will Toliver.

Others in attendance: Renee Hein, Sarah Reinke, Tabitha Love, and Janelle Soderling

Ms. Knudson called the meeting to order at 12:00 pm. Meeting was held at Lincoln Industries.

Ms. Knudson called for a motion to accept the consent agenda. Mr. Pflanz made the motion to accept and Ms. Phelps seconded. Motion carried.

Fundraising - Mr. Pflanz reported that the Poker Run brought in \$3,725, thanks to the Roughriders Motorcycle Club. They bought lots of riders, donated their winning poker hand money back to Willard and bought lots of raffle tickets. We had several great raffle prizes. Roughriders also auctioned back some raffle items which brought in additional money. Discussion was had about the large number of competing poker runs going on at the same time as ours and we need to set the date earlier so that people can get it on their calendars. Mr. Pflanz commented that he had advertised the event on Cyclefish (free online) but didn't think we got any riders from it.

Mr. Pflanz is now concentrating on the Golf Tournament and wants us all to find sponsors and golfers. He is also working on a newsletter to send out to past donors to see if they will donate again.

Grants –Ms. Knudson and Ms. Soderling met with Kim Hachiya to ask her if she could help with some multi-year grant requests. She agreed to help but won't be available until the middle of August. Ms. Soderling is currently working on grants for the Abel Foundation and Snow Redfern Foundation requesting funding to supplement the money lost from Free/Reduced Lunch Status and Title XX children. Ms. Knudson reported that she had contacted the Cooper Foundation and they are not accepting anymore applications this year. Ms. Knudson will invite Victoria Grasso from Cooper to come to Willard for a tour sometime in September. We may be able to apply to them in January. We need to get more aggressive about applying for grants. The target will be to apply for two grants a month. We will be looking for someone to spearhead the grant writing process and following up with donors. Kim Hachiya had suggested that we change the name of this position to Development Director. Much discussion was had about the salary for this position and how it would be funded and if this person would also take on fund raising efforts. Can we really afford this position right now?

Financial Situation – Mr. Pflanz addressed the current financial status of Willard right now and until the end of the year. He thinks we really need to look at each program and cut programs that are bringing us down. We have cashed in our last CD which was the last of our reserves. Ms. Knudson feels that we need to address this. A committee was formed to look at all of Willard's programs and report back to the board. The Finance Committee will consist of Ms. Knudson, Mr. Pflanz, Mr. Mumaugh, Mr. Richert. Ms. Hein and Ms. Soderling.

Step Up To Quality – Ms. Love reported that our SUTQ coach is Tracy Gordon. Kim Deveaux, Pre-K teacher, and Ms. Love have to go through 2 trainings before we will get to our Step 3 rating. We won't be able to do any of our classroom observations until December.

Health Insurance Renewal – Ms. Williams is working with Blue Cross Blue Shield for different insurance options. We will send out options and get a vote from the board as soon as possible.

Ms. Knudson adjourned the meeting at 12:45 pm. The next meeting will be August 28th at the Willard Community Center.

Willard Community Center Director's Report for July 24, 2019

- 1.) Sarah and I met with Kyle Poore from LPS at Roper Elementary the end of June to discuss security at LPS for our Before and After School Programs. The security at Lincoln Public Schools will be a little stricter this year. They want all of our staff to have photo badges that will allow them to come in our site specific doors at both Lakeview and Roper. It will be a real challenge for them and us to get this done before school starts. We won't even have all of our staff hired yet. Our staff will have to go to LPS to get their badge. LPS will also be giving us a school radio to use so that we can communicate with the office and other personnel and will be able to know immediately what is happening in the school. This is going to be a great asset to our programs.
- 2.) The 2-way radios that we received from a grant from Woods Charitable Fund have been working perfectly this summer at Willard. They have a long range and great reception. They will also help in the security at Roper Elementary this year. Now the radios will reach from the west cafeteria over to the east gym. This will allow us to spread out and use more space at Roper and still be able to communicate with everyone.
- 3.) I submitted a Letter of Intent for funding from Lincoln Little's. The LOI was accepted so I submitted a grant to Lincoln Community Foundation for Lincoln Littles and hope to hear back on that very soon.
- 4.) I am currently working on the United Way end of the year reports for Preschool/Pre-K and Lakeview CLC. I am also working on a grant for the Able Foundation and Snow Redfern Foundation for scholarships for children who have Free/Reduced lunch status or are receiving Title XX State Assistance. This would help us to make up the deficit that comes from these families not paying the full program fee amount.
- 5.) The Food Truck has been coming to Willard every other Tuesday morning to distribute free food to families in need. This has been very popular. They have about 50 people come. The fruits and vegetables have looked very fresh and plentiful. What a great service!
- 6.) We have a volunteer, Emily Milligan, that found us through Volunteer Partners. She helped us set up Twitter and Instagram in time to use it for the Poker Run. She is going to be very helpful as we move toward more marketing strategies using social media.
- 7.) Just an F.Y.I. Aging Partners decided that they were not going to come to Willard and start another Senior Center. I am very disappointed about this. I really wanted to have them here to provide services and meals to our aging population in this neighborhood.