

Willard Community Center  
September Board Meeting to be held on  
October 2, 2019  
Meeting to be held at 12:00 pm at WILLARD COMMUNITY CENTER.  
“We help area residents grow, connect and contribute to our community.”

**AGENDA**

1. Consent Agenda – Ms. Knudson  
Minutes from August 28, 2019  
Directors Report – September 2019  
Financials for July 2019
2. Fund Raising Updates – Golf Tournament – Mr. Pflanz and Ms. Reinke
3. Finance Committee Report – Mr. Pflanz
4. Update on the Step Up to Quality Child Care Accreditation – Ms. Love
5. Child Care Updates and recruitment of staff and preschool participants – Ms. Reinke
6. Lincoln Littles Update – Ms. Soderling
7. Grants that have been applied for or in process – Ms. Soderling
8. Board member recruitment – Ms. Knudson

Next meeting Oct 23<sup>rd</sup> or 30<sup>th</sup> at noon at Willard Community Center to be determined.

**Willard Community Center Board of Directors September Board Meeting Minutes**  
**from Oct. 2, 2019 Meeting**

Members in attendance: Kassy Knudson, Justin Pflanz, Johanna Hannemann, Emily Phelps and Brett Richert.

Members not in attendance: Michele Lueders, Joey Mumaugh, Joel Beckwith, Will Tolliver, Irene Delosier, and Lyle Wheeler.

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

Ms. Knudson called the meeting to order at 12:01 pm. She asked to remove the August minutes from the consent agenda since they had just been handed out. She called for a motion to approve the consent agenda without the August minutes. Mr. Pflanz accepted the motion. Ms. Phelps seconded the motion. Motion carried.

Fund Raising Update – Ms. Reinke reported that we currently have 19 teams signed up for the golf tournament. We have more sponsors than ever before. Ms. Reinke thinks that we will have less silent auction items than in years past. The committee is considering holding the tournament earlier in the year and changing the day to a Friday afternoon or a Saturday next year.

Volunteers are needed at the Dress Up Hole, Drop Hole, early set up and to sell raffle tickets.

Mr. Pflanz has talked to Travis at Golf Status. We need to have one member from each team to have the golf status app downloaded on their phone before or on the day of the event so the stats from their team can be reported. It is looking like we are going to have good weather and participation for our event.

Finance Committee Report – Mr. Pflanz reported on financials. We need to make drastic changes very soon. Through the end of July the P/L report shows \$138,000 deficit, \$83,000 of this is depreciation.

All contributions will be going to Administration (5A) from now on unless they are designated for a specific program.

Much discussion was held about Willard's programs and if they were going to be sustainable at our current enrollments. Small deficits really add up. We need to raise rates at Roper \$5.00 to \$10.00 next year. We will plan on a summer program increase of about 2%.

The Adult Program has lost \$5,000 since January. Options to eliminate this problem are 1. Pay more for Bingo cards to break even. 2. Look at what the monthly rent the seniors would have to pay to cover costs. 3. Find a grant to cover program. Ms. Soderling will schedule a meeting and she and Mr. Pflanz will talk to Seniors.

Our operating costs through July are \$231,000, with \$83,000 of that being depreciation. Unless we can get more funding through grants and donations we are not viable long term. The finance committee will put program cases together to show what it would be at full enrollment and discuss programs in more detail at the Finance Committee Meeting.

To encourage more enrollment in Preschool we have sent out a mass mailing to 5 zip codes surrounding Willard to families with young children. 818 households were reached.

Mr. Pflanz had to leave the meeting at 12:55 pm.

Step Up To Quality Updates – Ms. Love reported that Nancy Hicks, a reporter from the Neighborhood Extra, is writing an article about our SUTQ Programs. She will be writing about the required trainings for the staff, learning centers and other qualifications for SUTQ. She will credit United Way for their contribution to this process and how others can enroll and/or give donations.

Child care Updates – Ms. Reinke reported to the board that the new state regulations went into effect on Oct. 1<sup>st</sup> that every child care staff member has to be fingerprinted through the Nebraska State Patrol. Employees will have to set up a time to get fingerprinted and the results can take up to 11 weeks. The cost will be \$42.75 per staff and they can't start working with children until we get the results back. Current employees have until 2021 to get fingerprinted. We are still required to pay all the other fees for current background checks plus the fingerprinting cost.

Title XX will be changing the way we submit the hours each child is in our program. Instead of staff recording hours and checking children in and out of the programs now we will have to have an on-site parent computer log in that will be available at each site. Confidentiality and long wait line for parents need to be considered.

One positive thing about Title XX is that reauthorization will automatically renew for 3 months at a time. The hourly fee and rate fee will be different and should help with financials.

Currently our enrollment is; 13 at Preschool, 18 at Pre K, 70 at Lakeview CLC and 150 at Roper.

Willard had received scholarship funding for Preschool and Pre-K through the Lincoln Littles funds. We had projected having 20 children on scholarship by this time. Lincoln Community Foundation has recognized that there are openings and availability at other centers and they are going to help spread information about program scholarships. LCF will make a flyer with a map showing locations of Centers that have this scholarship funding, push out information on their Facebook page, and develop more marketing options to help increase enrollments.

Grant Updates - Woods charitable Fund will be the next grant deadline on Oct. 31<sup>st</sup>. Ms. Soderling asked the board what they would like her to ask for in the Woods Grant. It was suggested to see if we could get help for funding the vans, the new and additional child care expenses and fees, the cost of onboarding new employees, etc.

It was decided that the next board meeting will be held on Oct. 23rd at Willard Community Center at noon. Ms. Knudson called the meeting to adjourn at 1:20 pm.

Respectfully submitted by Janelle Soderling

Director's Report for September 2019 for the Oct. 2, 2019 meeting.

1. United Way Day of Caring volunteers from Black Hills Energy came to Willard on Sept. 6<sup>th</sup> and helped to lay down the recycled rubber matting from the City playground on parts of our Preschool playground. We had a group of 11 that dug up the bark chips and replaced it with the rubber matting. It looks great and the kids like it.

Speaking of United Way, I also hope that you have had the chance to see the United Way Campaign video that features Willard Community Center's Early Learning Programs. Tyler Rupert was selected to be in the video to talk about his experience of growing up at Willard being a staff member for 8 years and now he lives in the neighborhood and his children come to Willard. It is a great video. You can see it on our website.

2. Building update – The backsplash and a corner of the sink countertop in the Preschool room was swelling and soaked with water again after it was replaced in May. My husband and I came in and replaced the backsplash with waterproof floor tile and sealed up the countertop as best we could before we started having mold issues. It seems to be working so far. We are still getting water coming up from the floor in front of the sink too. This has been a continuous problem. We have readjusted the drain tubes on the west side of the building and added some of the rubber playground mats to keep the dirt from washing away so badly. The west side of the building needs to be landscaped so that we have a bed of rocks where the water drains to the parking lot. We also need to discuss the landscaping on the west side because we lost our landscaper when Ken Svoboda left Ray's Lawn and Home Care. Now they just do lawn fertilizing and mowing. I am not sure what we can afford to do but this needs to be addressed by Spring.
3. BVH Architecture had a professional photographer come and take pictures of our building and all of our participants. They came out on Monday the 30<sup>th</sup> and photographed the Seniors playing Bingo, Preschool, Boy Scouts and Cub Scouts raising the American Flag, and Swordfighters. We will be allowed to have copies of all of the photos to use for our web site or Facebook. I think that they turned out really good. Can't wait to see them.