**Willard Community Center**

**Board meeting minutes from September 28, 2015**

**Members present:** Irene Williams, Emily Martin, Justin Pflanz, Cari Robinson and Lyle Wheeler. Casey Pflanz via teleconference.

**Others present:** Janelle Soderling and Stetson Heirigs

**Not present:**  Kassy Knudson, Mollie Mertens, and Cole Pomeroy

1. Ms. Williams called the meeting to order at 5:40 pm and introduced Stetson Heirigs to the board of directors. Stetson is from the UNL College of Business and is participating in the CBA Mentor Match program to bring a youthful perspective to enhance the programs, services and general operations of our non-profit.
2. Ms. Williams requested that we move to the finance committee report as we did not have a quorum at this point to vote on the Consent Agenda. Mr. Wheeler told the board that we were operating at a $50,000 deficit but the committee felt that it was important to stay true to our mission and goals and not cut programs at this time. He reported that the committee has reviewed the financial information provided by Sarah and Janelle and are proposing that we increase child care rates as of Jan. 1st, 2016. The Roper site would increase 10% for all families except the free and reduced lunch children fees which would remain the same with no increase. The Preschool, Pre-K and Teen programs would also receive the 10% fee increase. The Lakeview CLC would receive a 15% increase to bring it closer in line with the Roper program with the free and reduced rate only receiving a 7% increase. The summer program would also receive the 15% increase. Mr. Wheeler told the board that the committee had discussed other ways to increase revenue such as; opening up the Willard teen program to accept the waiting list at Roper, a Date Night for parents and a stricter late payment policy for parents.

Mr. Wheeler will work on drafting a late payment policy and it will be put to a vote at the next board meeting.

Mr. Justin Pflanz joined the meeting at this time. Mr. Pflanz and Mr. Wheeler estimate that the added revenues should bring in an additional $54,000 and the committee will continue to meet to evaluate the fee schedule and the new pay rate for employees starting Jan. 1st.

Mr. Pflanz and Mr. Wheeler also discussed our use of the updated 2016 Quickbooks and the possibility of Willard doing their own accounting and payroll. Mr. Wheeler said that we are already doing most of the work and being able to produce our own program statements, quarterly tax statements, on-line bill pay and other services would be very beneficial. The finance committee will be meeting monthly after the first of the year to evaluate the financial progress.

1. Mr. Justin Pflanz made the motion to accept the consent agenda. Ms. Martin seconded the motion. Mr. Casey Pflanz was voted in favor via teleconference. Motion passed unanimously.
2. Mr. Wheeler made the motion to accept the proposed rate increases. Ms. Robinson seconded the motion. Mr. Casey Pflanz voted in favor via teleconference. Motion passed unanimously.
3. Ms. Williams led the board in a discussion about the Affordable Care Act and how it will effect Willard. We will need to look at the number of staff hours and it will involve more administrative work. We might want to look at an intern to help with this. Overtime rules are currently being discussed and if passed, we may have to update job descriptions and change the way we classify certain positions.

Meeting was adjourned at 6:55 pm.