

Willard Community Center  
Board of Director's Meeting  
January 29, 2018

Attendance: Irene Williams, Joey Mumaugh, Mitch Critel, Johanna Hannemann, Macduff Okuom, Justin Pflanz, and Sara Sayre.

Not in attendance; Kassy Knudson, Michelle Lueders, Sherry Moore, and Emily Phelps.

Ms. Williams called the meeting to order at 5:45 pm. Ms. Williams requested that we remove the December minutes from the consent agenda followed by discussion of how the purchase of the color copier was approved through email and how that should be reflected in the minutes. The December minutes will be on the agenda for the February meeting. She also commented that our minutes are not signed by the secretary so starting with the January 2018 minutes we will now have them signed after they are approved.

Ms. Williams then called for a vote on the consent agenda which included the Director's Report and the Financials from September, October and November 2017. Mr. Critel made the motion. Mr. Pflanz seconded. Motion carried.

Ms. Williams reviewed the policies for annual review. These are required for our 990. Mr. Pflanz made the motion to approve. Mr. Mumaugh seconded. Motion carried.

Ms. Williams gave an update on the campus project with Parks and Recreation, Mourning Hope, Willard and the Planning Commission. Everything is a go as of now. Willard is going to have a special permit with Mourning Hope listed as an interested party for the property. Mourning Hope will need to get the property zoned R-2. Willard will sign a temporary construction agreement for the south parking lot with Mourning Hope and an operating agreement for the snow removal.

Willard will have to add paving in the alley for the parking lot on the North side of the building to have the required 25 parking spaces for the building but it should be less than having to pave the entire alley.

Ms. Jurgens told the board that she is trying to get people to like our WCC business page on Facebook instead of the personal one for Willard C. Center. She will put more information on the web site and get it updated. She then handed out a list of fund raising events for the year. They included Give to Lincoln, Day, Poker Run, Golf Tournament, and Giving Tuesday. Discussion was had about the Poker Run and Dining out for Willard at Chipotle, Good Sense, and Raising Canes. The golf tournament planning has started and Ms. Jurgens presented the board with a golf tournament timeline. Mr. Mumaugh suggested that she call Vicky at Eakes Office Solutions about a sponsorship.

Discussion was then had about donor databases as our donors are growing in numbers. Databases could cost as much as \$80-\$100.00 a month. It is suggested to get a database if you have 50 or more donors. Board members suggested Mail Chimp or Constant Contact with an autolink to our website. We need something that is Cloud based.

Ms. Jurgens has written a grant to Aspegren Foundation for \$25,000 for preschool furniture and supplies. She will be working on the United Way grants for Lakeview CLC and Preschool/Pre-K Programs and Strive to Thrive grant. Others she is researching are Union Pacific, Burlington and Sowers.

Mr. Pflanz suggested that we look into an intern provide another staff person to help with extra work. They are through the Nebraska Department of Economic Development. They would get 50% of their salary paid for up to \$5,000.

Ms. Williams told Ms. Jurgens to go back to Community Health Endowment to help with the cost of snacks and also to Lincoln Community Foundation and Woods Charitable Fund. She suggested that we make a list of things that we want to apply for.

Ms. Reinke talked to the board about renewing our Microsoft license for our laptops and computers. Ours is about to expire. Tech Allies has told us that we need 6 licenses. Ms. Reinke can get them through Tech Soup for \$240.00. Mr. Mumaugh will assist Ms. Reinke to determine what we need at the best cost.

Ms. Williams handed out the 2018 proposed budget and walked us through the revenue and expenses. Revenue from program services was reviewed and rates for the programs will be adjusted for next year. Marketing for the new preschool will be very important. Ms. Sayre volunteered her brother, Matt Moore, to help us develop a new flyer that could be handed out.

Mr. Mumaugh reminded us that we needed to contact Josh and make a decision about the outside banner and film for the windows.

Ms. Williams brought forth a bank resolution that would add Joey Mumaugh as a signer on all of our accounts at West Gate Bank and as the new secretary, Lyle Wheeler, will need to sign the bank paperwork. Signers on our accounts will now be Kassy Knudson, Emily Phelps, Justin Pflanz and Joey Mumaugh. Ms. Williams called for a vote. Mr. Pflanz motioned to approve. Ms. Sayre seconded. Motion carried.

\*The copier lease agreement was sent via email on 12/19/17 and a vote was made with unanimous consent. Mr. Mumaugh abstained from the vote.

Meeting was adjourned at 7:00 pm