

Willard Community Center
October Board Meeting to be held on
October 23, 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 and Oct. 2, 2019
Financials for August 2019
No Directors Report submitted for this meeting.
2. Fund Raising Updates – Golf Tournament Final Report– 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 Program Updates - Recruitment and hiring of program staff – Ms. Reinke
6. Grant, Fund Development and Marketing Updates – Ms. Knudson and Ms. Soderling
7. Board member recruitment – Ms. Knudson

Next meeting November 20th or 27th at noon at Willard Community Center to be determined.

Willard Community Center Board Meeting Minutes from October 23, 2019

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

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

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

Ms. Knudson called the meeting to order at 12:00 pm. She called for a motion to approve the consent agenda. Mr. Pflanz accepted the motion. Ms. Phelps seconded the motion. Motion carried.

Fund Raising – Ms. Reinke announced that the ending total for golf tournament was \$13,000. One success of the tournament was that we had more tournament sponsors than ever before. It was discussed to move the date to July 25th or August 1st and try it on a Saturday instead of Sunday. Mr. Pflanz suggested July 25th. Ms. Soderling will check with the Gardner family and Highlands golf course. We hope to do more networking throughout the year to get more golfers. Golf status will be used again. Raising canes charged us \$1000 for the dinners. We could save money by having the tournament in the morning and get rolls or bagels donated to start the tournament and then do hot dogs for lunch. We need to be more consistent on contacting hole sponsors. Randy Raymond said he would have donated but wasn't contacted. Next year we will do even more marketing on our web page and social media, work on mailing lists, and will add timeline on registration for a visual for golfers. Josh at Vivid Sign Co will be a sign sponsor and make the sponsors signs for us. We need to talk to the City about a discount on the golf course. Mr. Mumaugh worked with Brad at Hidden Valley and will check on if we could hold tournament there. We need to consider the space that will be available in the clubhouse for after the tournament for the raffle, etc. Ms. Kortmeyer is going to check with other golf courses on prices and availability.

Finance Committee – Mr. Pflanz reported that our accountant is 2 months behind. The committee has looked at each program and determined where we are at and what they would look like with full enrollment. All programs are or should be profitable except for the Adult Program. Our overhead with some administrative salaries does not include the building and expenses and that is where we are falling short. Through September overall we show a negative of \$131,000, of which \$96,000 is depreciation so we are down \$35,000 for the year. Almost \$19,000 is interest on capital campaign. Ms. Knudson talked to Barb Bartle from Lincoln Community Foundation they talked strategies of sustainability. We could possibly take our loan to 1 or 2% interest through LCF. She will talk to Barb again about moving this forward. Our HVAC loan should be added to that loan. Barb wants the total amount of loan and what the difference would be in interest to look at our long term sustainability and ability to pay it back. Currently we can say that our programs are sound. A \$16,000 loss per year would be manageable.

Mr. Pflanz commented that we had budgeted for van rentals but now we don't need to rent so we have saved \$3,000 from our budgeted amount.

The committee wants to talk to the Bingo players as soon as possible about raising their rate to pay for their expenses. All programs will see a 3% increase to allow for a wage increase and/or support of center.

Jo Pflanz is doing now doing our grant writing. She has found a database for available grants to apply for at UNL Love Library. She has been going through the list. A lot of foundations don't even have websites but are on the database. She has met with Lori Siebel at Community Health Endowment and said she would be most likely interested in covering or helping us cover the shortfall on capital campaign. She also might be interested in paying for the salary for strategic planner. She is not willing to do anything if we can't show that we are willing to make changes to become sustainable. Actions such as getting our loan rate lower, etc. would be a great start. Our fund raising goal for this year was \$65,000.

The general fund raising letters are going out tomorrow. We are hoping for a good response. We will ask larger donors in the near future.

Child care updates – Ms. Reinke reported that for Fall break we signed up 124 kids. They weren't all here every day. In the future we might want to look at additional fee for non-school days. For Winter break we will be open 2 days one week and 4 days the next and will charge \$50.00 to attend or \$23 a day. We will send out amount for the fee and board will vote on it through email. Hiring is getting better but still not fully staffed. We just hired for a site supervisor for the new program that will transport children from Roper to Willard every day. We originally added in the budget the income for that program. We projected \$20,000 from this program to help with deficit.

Update on the Fingerprinting requirement for the child care licensing through the NE State Patrol. They are not organized with process. There is 7-11 week wait to get information back.

At preschool we currently have 14 children. We held an open house but no one came. We have had several calls from Lincoln Littles push on Facebook.

Ms. Hannemann is asking West Gate to donate iPads for child care title XX portal attendance check in and out. She will let us know if we will be able to get some of these donated.

Mr. Pflanz inquired about the waiting list for the Roper children that will be transported to Willard. He wondered if there is full pay kids on the waiting list or if they will all be lower income. He discussed the possibility of enrolling full pay children until after we reach 40% then accept title XX. We will discuss this further at the finance committee meeting.

Board member recruitment - Ms. Knudson has asked someone but they declined. We will reach out to some companies that have previously had board members.

Janelle reported on vandalism to the building and that the police found the vandals and they will clean up the spray painted areas.

Next meeting December ??????