

ADOPTED

WAC Board Meeting Minutes (Zoom/In-Person Hybrid)
October 20, 2022

Board Members Present:

Kristin Sample (President)
Tom Feight (VP)
Mark Sundling
Neils Schmidt (Treasurer)
Julie Curtis (Secretary)
Jeff Cox
Paul Wickstrom
Curt Biggs
Vern (via zoom)

Absent:

Other members in attendance: 6

Call to order: 6:32 P.M.

- 1) Serenity Prayer and WAC Mission Statement. We read the Mission Statement to remind ourselves of the WAC's mission and to use it as the guiding principle in making decisions.
- 2) Approve the 9/15/2022 Board Meeting Minutes.
 - a) Motion: Kristin S
 - b) Seconded by: Julie C
 - c) Discussion: None
 - d) Approved by unanimous voice vote. None opposed.
- 3) Member Recognition
 - a) A big thanks to Bill S who was very helpful with the membership drive. Always a great member to have around.
 - b) Thanks to everybody who participated in the fall clean up. Much appreciated.
- 4) Treasurer's Report:
 - a) September Financials:
 - i. Deficit of \$6,600
 - ii. 6.5 months prudent reserve
 - iii. Over in payroll expense
 - iv. \$139, 00 in checking and savings.
 - v. Very little debt \$4,000
- 5) Budget FY22-23 Approval
 - a) Motion to approve: Kristin S
 - b) Seconded by: Julie C
 - c) Discussion: None
 - d) Approved by unanimous voice. None opposed

- i) Mark S. added that the WAC budgeted for a very modest \$2,200 revenue for next year. March Match is factored into that amount.
- 6) Manager's Report
- a) Staff updates:
 - i) Hired one new staff member. Please welcome Kyt H.
 - b) Meeting updates:
 - i) Added one new alanon meeting "Monica's Table"
 - ii) Saturday Music Therapy
 - iii) W&F alanon meetings moved to 1:30-2:30pm room 1.
 - c) Building/Operation Updates
 - i) New window blinds installed during fall clean up. One blind short, miscounted by the manager.
 - ii) Working with Building and Grounds to clean out boiler room. (Move cleaning tub via Brady Plumbing) removing one old stove and moving shelving) Management had a meeting with Allied Eagle (cleaning supplies). By using diluted commercial cleaner and getting away from individual bottles, we are looking at an approximate savings of 25%.
 - d) Miscellaneous updates:
 - i) Applied for GFS (Gordons Food Service) community giving program. The request was for turkeys for upcoming holidays, and sides. Pending GFS approval.
 - ii) Applied for Kroger \$5,000 Christmas Grant. This funding would be used for both Thanksgiving dinners/Christmas dinners and ongoing "holiday" costs. Pending approval from Kroger corp.
 - iii) Applied for Busch's community giving grant. This grant would provide Turkeys, sides/drinks/décor for upcoming holiday events. Pending Approval by Busch's Corp.
 - iv) Christmas trees will be delivered November 19th. Full order of 220 trees.
- 7) Committee Reports and Recommendations
- a) Building and Grounds Committee

Meeting date: 10/05/22

 - i) Attendees: Jeff C, Curt B, Julie C, Kathy N, Cooper H, Aileen R, Zakk H, Ruth S, Brandon K.
 - ii) Grounds Cleanup was on October 8th. We had a wonderful turnout of 21 people.
 - iii) Did not get to chipping the branches. Will address this in the near future.
 - iv) New blinds have been installed, tarp at the burn pit was also installed for the winter.
 - v) Projects in process storage room, storage. Will be put on hold until the budget reflects funding for said project. Continue cleaning the center island flower garden.
 - vi) ii. B&G will be holding off on making a storage closet in room 2, and replacing the window in the manager's office until the budget reflects possible funding.
 - b) Communications Committee
 - i. A lot of events, see emails from constant contact.
 - ii. Looking at possibility of using text messaging. Pending a personal privacy statement, cost effectiveness.

- iii. We have 775 on our mailing list.
- iv. Next meeting: TBD

c) Governance Committee

- i. October 26, 6:30 meeting at buddy pizza. Will be addressing new fundraising policy drafted by Mark S.
- ii. The committee will look at current fundraising language and discuss probable changes that reflect the current role of our fundraising policy.

d) Historical Committee

- i. No meeting in October. Will be showing 50th anniversary video at the Halloween party.
- ii. Next meeting: TBD

e) Fundraising Committee

- i. Meeting date: October 13, 2022.
- ii. Attendees: Tom F, Paul W, Julie C, Jeff C, Mark S, Vern F, Brandon, Adam
- iii. The revised version of the Fundraising Policy was reviewed. Some revisions are still needed. Will address at governance committee meeting (see above date/time)
- iv. Kathy N. has drafted an endowment.
- v. Julie C will do the YE 2022 mailing.
- vi. The Endowment letter will go out sometime in 2023
- vii. Mark attended the Annual Ann Arbor Area Community foundation event.
- viii. Julie C, Kathy N and Mark S will be meeting AA Giving Tuesday is coming up on November 29th. Goal is 5k. We'll be doing flyers, Facebook, and other methods in preparation for this event.

f) Membership Committee

- i. Meeting date: October 13, 2022.
- ii. Attendees: Tom F, Paul W, Julie C, Jeff C, Mark S, Vern F, Brandon, Adam
- iii. Membership drive month was a success. Membership tables were set up on the 10th, 17th, 18th, 24th & 25th.
- iv. 46 memberships both returning members and new.
- v. Thank you Paul and Mark for working the 10th.

g) Social Committee

- (i) Meeting date: October 13, 2022
- (ii) Attendees: Tom F, Paul W, Julie C, Jeff C, Mark S, Vern F, Brandon, Adam
- (iii) Halloween party: Preparation for setup, activities, and take down where discussed.
- (iv) Volunteers are still needed for party.
 - a. Thanksgiving potluck: Julie C is working on donations with three community area grocery stores.

- 8) Member Comments:
 - a) Jeff C. asked about the alchothon Paul W. discussed Thanksgiving, Christmas, and New Year. Go to HVAI to get all details.
 - b) Marla thanked WAC for continuing zoom options
 - c) Andy B thanked Curt B for continuing the outside meetings.
 - d) Vern thanked social committee for working as a team.
 - e) Tom (new patron) requesting information about the schedule and how it works.
- 9) Move to adjourn: Kristin S
 - i) Seconded: Jeff C
 - ii) Unanimous voice vote to adjourn.
- 10) Adjourned at: 7:01
- 11) Serenity Prayer

Next Board meeting: Thursday, November 17th, 2022, at 6:30 PM

Respectfully submitted,

Julie Curtis, Secretary