



Tipp Monroe Community Services, Inc.

## Board of Trustees Meeting Minutes

March 16, 2023

Officers: Bill House, President  
Mackenzie English, Vice President  
Joanna Pittenger, Treasurer  
Carol Noffsinger, Secretary

Trustees: Katie Berbach  
Mary Casey  
Mackenzie English  
Lesley Evans Hellman  
Bill House  
Carol Noffsinger: Absent  
Joanna Pittenger: Absent  
Karen Schindler: Absent  
Jay McClellan

Staff: Kathy Taylor

The meeting was called to order at 6:30 pm by President, Bill House.

### **Agenda**

President, Bill House asked for a motion to approve the March agenda as presented. Lesley Evans Hellman made the motion to approve the agenda, seconded by Mackenzie English. All approved.

### **Secretary's Report**

President, Bill House asked for a motion to approve the TMCS Board of Trustees February 16, 2023 Minutes. Katie Berbach made the motion to approve the minutes as presented, seconded by Jay McClellan. All approved.

### **Treasurer's Report**

President, Bill House, asked for a motion to approve the February 2023 Financial Statement. Jay McClellan made a motion to approve the financial statements as presented, seconded by Katie Berbach. All approved.

### **Advisory Committee Reports: No Reports**

#### **Board Committee Reports**

Corporate: No report.

Finance: No report.

Community Engagement: No report.

Public Relations & Media Relations: No report

Personnel: No report

Program: No Report

Social Services: No report.

#### **Director's Report**

Kathy Taylor stated the following:

- Working on the 2023 Purse Auction

**President's Comments**

President, Bill House thanked everyone for coming.

**Old Business**

Facilities -on hold

At 7:00 pm, President Bill House asked for a motion to adjourned the meeting. Jay McClellan made the motion, seconded by Mackenzie English. Motion Passes.

Respectfully submitted,  
Kathryn L. Taylor

# **Tipp Monroe Community Services**

## **Staff Report: Mid-February– Mid-March 2023**

### **Winter/Spring 2023**

- Brochure was mailed the week of January 9, with registration starting January 16.
- New Programs: Matter of Balance, Tai Chi, Certify Your Habitat, Macrame, Crazy Cupcakes, etc.

### **Recreational**

- Camp Kern went great, 95 participants and 26 Chaperones. Special thanks to Joanna Pittenger who had to handle 2- children really sick and one that was homesick. Great Job
- NFL Flag Football registration starts January 16 and ends March 10. Season starts April 2 and ends May 21.
- Middle School Tennis 6<sup>th</sup>-8<sup>th</sup> grade: Registration starts January 16 – March 31. Season begins on April 3 and ends in mid to late May.
- Camp Kern: February 17 & 18
- Purse Auction is back – Peace, Love & Purses – Saturday, March 18
- Community Wide Garage Sale – Saturday, May 6
- This weekend is the last games for Recreational Basketball.
- Working on getting a Lacrosse Clinic

### **Summer Term**

- Work has begun on the Summer Term.

### **General**

- Working on job descriptions for the TMCS Staff.
- Working on the end of the year
- Payroll: Year End
- Doing payroll, deposits, payables, reports, etc.
- Backpack Program – up to 21 bags – every week we have added a person. Sent out Constant Contact and have received tons of food and over \$4000 in donations.
- Working on manuals, Playground (completed), Lunch On Us – Employee Guidelines.

### **Katie Sonnanstine: Purse Auction**

### **Denise Gross: Purse Auction**

### **Misty McDowell: Purse Auction**

### **Backpack Program**

- Collaborated with Liz Robbins at the school to ensure children had extra food for the holiday break.
- Organized and Recorded Donations from community
- Provided 21 bags of food containing at least 12 items weekly
- Scouted the best deals on needed food for the program. Shopped for item then organized them in our storage area.
- Cleaned and organized storage area for food.
- Educated many inquiring community members about the program. To enable them to make good donation purchases.

**Director's Meeting**

Thursday, February 16  
Friday, February 17  
Saturday, February 18  
Monday, February 20  
Tuesday, March 7  
Thursday, March 9  
Monday, March 13  
Thursday, March 16  
Friday, March 17  
Saturday, March 18

TMCS Board Meeting\*  
Sent the kids to Camp Kern  
Check in the kids returning from Camp Kern\*  
TMCS Closed  
Interview Committee for Superintendent\*  
Community Action Council  
Park Board\*  
TMCS Board Meeting  
Purse Auction Setup  
PURSE AUCTION

\*Afterhours