



Board Meeting Minutes

Board of Trustees, Thomas M. Wernert Center
(TMWC) Tuesday, December 19, 2023
TMWC Clubroom – 4:30 p.m.

Call to Order – Deborah Riley-Jackson called the meeting to order at 4:35 p.m.

Roll Call – Evamae LaVoy

Trustees Present

Jesse Baum, Tim Cummins, Amanda Denniss, Troy Deters, Lucy Dias, Warren Frary, Henry Hartford, Crystal Heft, Gwen Hoskins, Georgia Humbarger, Evamae LaVoy, George Monger, Deborah Riley-Jackson.

Staff Present

Patti Robb, Executive Director, Tonalee Tucker, Finance and Operations Director

Recognition of Visitors and Staff – none

Thomas M. Wernert Center Mission Statement was read by Lucy Dias.

Approval of October 24, 2023 board meeting minutes and November 17, 2023 annual meeting minutes.

Deborah Riley-Jackson made a motion to approve the October and November 2023 meeting minutes as presented in the December 19, 2023 board meeting packet. Evamae LaVoy seconded the motion. Motion was unanimously approved.

Committee Reports

Finance Committee – George Monger

Financial Committee met on Monday, December 18, to review October and November

2023 Financial Statements. George stated the finance committee needs additional members for the committee.

October 2023 Profit & Loss Statement

- Allocations \$123,808 on target with budget.
- Grant income includes Greater Toledo Community Foundation – Care Fund and Lovell Foundation.
- Received Donations from anonymous donor and Buckeye Broadband.
- Total income for October was \$145,422, budgeted was \$132,404 with \$13,018 over budget. YTD over budget by \$65,891.
- Payroll expense is close to budget, still under YTD.
- Program supplies are close to budget for the month, over YTD due to OHMHAS grant.
- Contract Labor includes Audit costs.
- Building expenses include stove hood and fire extinguisher inspection and the final payment for the fence repair.
- Total expenses were \$141,591, budget \$141,171 with \$419 over budget. Makes \$5,075 over budget YTD.

November 2023 Profit & Loss Statement

- Lovell Foundation covers the Outreach Specialist for the balance of this fiscal year.
- Donations includes some Giving Tuesday.
- Allocations \$121,380 on target with budget.
- Heart and Soul includes final check from Zia's last spring and Halloween at Hensville \$12,800.
- Miscellaneous Income include \$1,000 from UTMC for human trafficking survey.
- Total income for November was \$150,082, over budget by \$4,179. YTD over budget by \$72,732.
- Payroll expense is close to budget, under YTD by \$46,050.
- Staff expenses are down for the month.
- Program supplies are low this month.
- General operating are lower than budgeted, Annual Meeting was not as much as anticipated.
- Total expenses were \$125,424, budget \$131,075 under budget by \$5,651. YTD expenses are \$743,406 under budget by \$215.

George Monger made a motion that Board of Trustees approve the October 2023 and November 2023 Financial Statements as presented in the December 19, 2023 board meeting packet. Tim Cummins seconded the motion. Motion carried.

Tonalee Tucker reported that the CD will mature in January. It was discussed that Tonalee and Patti will have discretion based on the new policy regarding rolling that CD over or reinvesting.

Governance – Deborah Riley-Jackson

- Deborah welcomed Lucy Dias and Gwen Hoskins to their first board meeting.
- She also thanked Tim Cummins, Amanda Denniss, and Warren Frary for their service on the board of trustees. George Monger was presented with a small gift for his service on the board. George will remain as Treasurer until someone else is found to replace him.
- Deborah announced that elections for officers will take place at the January 2024 Board of Trustees meeting. If anyone is interested in a position, please email Patti or her directly.
- New Code of Regulations will be distributed, along with pertinent policies, at the January 2024 meeting. Jesse Baum requested a digital copy only.

Program Committee – Jesse Baum

- Met in October and will begin meeting quarterly once Strategic Plan is finalized.

Development and Communications Committee – Tim Cummins

- A new committee chair needs to be selected.

New Business – Deborah Jackson Riley

- TMWC Security Issues – Tonalee Tucker explained that our current security system provider approached us with some upgrades that would total over \$12,000. After discussion with them explaining that we could not afford the changes. We worked with them, reviewed the current system and they asked for some time to rebid. They came back with a more cost effective change, including a contribution from them.
- Discussion around the addition of Juneteenth as an additional holiday for TMWC took place, with an agreement to table the discussion until January.

Executive Director’s Report – Patti Robb

Strategic Plan

- Patti reported that this is close to being finalized. Everyone received a copy and are asked to review before the January 2024 meeting.

Personnel

- Two staff are out on short-term disability, returning in early January
- New hire for the computer lab.

Program

- Let's Talk About It – will not be held during January and February
- Friday, December 22 is Christmas Party/Lunch for members. Member gifts this year are sweatshirts, hats, and gloves.
- Musical Expressions Support Group met for the first time and will meet quarterly.

Outreach/Advocacy Events

- Chloe has agreed to take on some outreach activities while Sarah is out.
- She will be setting a table up at the Library monthly.
- Fewer Events in the winter months.
- Health Fair is scheduled Friday, May 3, 2024
- MHR SB Levy Kick-off is scheduled at TMWC on Monday, January 22, 2024.

Open Session

Meeting Adjourned @5:30 p.m. by Deborah Riley-Jackson.