

**Village Connections
Board Meeting
February 23, 2023**

**6:00 PM
German Village Society Meeting Haus Scheurer Room**

President Kim Cowie called the meeting to order at 6:07 pm.

Members Present: Kim Cowie, Jim Plunkett, Betty Garrett, Brenda Gischel, Bill Curlis, Carolyn Workman, Cindy Farson, Kathryn Brod, Sarah Lutz, Fran Schneider, Ed Elberfeld, Bill Reynolds. A quorum was present.

Attending: Donald Wiggins, Executive Director, Nikki McFadden, Service & Communications Manager, Barb Elberfeld, and Jim Cowie

Election of Board Members

The organizational development committee recommended the following individuals to serve as trustees of Villages Connections for their respective terms:

- Jenny Brehm—Term expiring June 30, 2024.
- Kathryn Brod—Term expiring June 30, 2024.
- Cindy Farson—Term expiring June 30, 2025.
- Sarah Lutz—Term expiring June 30, 2025.
- Bill Reynolds—Term expiring June 30, 2023.

MOTION: To close the nominations and cast a unanimous ballot for the election of the individuals placed in nomination for the respective terms given. [Gischel, Workman]
Motion approved and the Trustees were elected.

Approval of December 2022 Minutes

Secretary Bill Curlis presented the minutes of December 2022 and moved to approve.

MOTION: To approve the minutes of the December 2022 Board of Trustees meeting. [Curlis, Plunkett]
Motion approved.

2022 Year-End and February 2023 Financial Report

Jim Plunkett presented the financial reports for Year End 2022 and February 2023. He said that everyone should have received a copy of the financial reports and the 6-year history via email. He said that VC lost the human services chamber grant, but it was not anticipated in the budget for 2023. We received the FCOA grant for this year, worth \$34,000. Donald said he received an

email from Nancy Male, and she thinks that it would be approved the first week of March. It is unlikely this funding source will continue in the future.

Donald said that the organization's structure is flipped. He explained that most nonprofit budgets are 65% program costs and 35% overhead. VC is flipped, where 65% of the budget is overhead and 35% is program costs. VC has very low program costs. Kim said that our volunteers are financially able to help the organization and don't need reimbursement, helping to keep program costs low.

MOTION: To approve the financial reports for February 2023 and for the 2022 Year End for audit.

[Gischel, Schneider]

Motion approved.

Committee Reports:

Marketing Committee Report

Sarah Lutz reported that the impact report is complete and in processing at the printer. The report was updated with the new mission and vision. This year, the marketing committee will focus on marketing for business sponsorship opportunities and the different fundraisers, including Give65, Giving Tuesday, and the Annual Appeal.

Donald said that we have added 3 new business sponsors this week. He explained that a business sponsorship is a minimum of \$150 where we put your logo in our newsletter and annual report, but they have the option of giving at different levels, like sponsoring an event at \$350 or sponsoring a member at \$500. We have a variety of businesses, including realtors, attorneys, private music lessons, and restaurants. Donald said that one of the biggest opportunities for business sponsorships is restaurants.

Membership Committee Report

Ed Elberfeld reported that he prepared a policy and procedure page explaining the different membership types, fees, and committees. This is to make sure the committee and staff are on the same page and what happens if a member moves out of our catchment area. Ed said that if there was something you would like to change, let him know.

We had a services committee member suggest having member guidelines and there was some discussion on creating a member council. Kim said that there will be a subcommittee to address those issues. We want to make sure all members know the services we provide and that all members are being treated equally.

Services Committee Report

Barb Elberfeld reported that we added 3 new volunteers in the last 2 months. Barb explained the volunteer application process. The office receives applications and sends them to her; she sends an email asking them to complete a background check. After they complete the background check, she sends them the volunteer guidelines, member directory, and quick guide. Barb said that she is adding another step to follow up with applicants who have not completed the

background check. She also has taken an individualized approach to orientation and meets with every volunteer before they start serving.

The committee continues to meet every month and there is a good schedule of events coming up.

She asked if she should write the policies and procedures page like Ed did with the membership committee. Kim said that she will be asking her to make one for her committee.

Hospitality Committee Report

Kim explained that the hospitality committee came out of Leadership Columbus. Volunteers make a homemade meal that contains an entrée, vegetable/salad, and dessert. We have volunteers who cook and deliver once a month. The volunteers want to make enough for two meals. Once or twice a year we would have a potluck. We had 38 members who attended the Valentine's Day Potluck. We also deliver to members who cannot make it to the potluck. In March, we have a business sponsor who will be making chicken and dumplings.

Donald added that VC is partnering with the Ohio Poultry Association for a monthly brunch delivery. They will pay for the supplies and cook the food. Our volunteers will deliver brunch to our members. The volunteers will also have a buffet at 10:30 am at the Ohio Poultry Association building before delivering the meals.

Kim said that the committee makes and delivers meals for delivery when members are sick or just came home from the hospital.

Events Committee Report

Brenda reported that there are 15 paying spots and 3 compensated spots at the upcoming Succulent Workshop on March 1st from 5:00—7:00 pm. There will be snacks, wine, and water.

The Events Committee is also planning a charcuterie workshop for our Social Hour in September with North Country Charcuterie.

President's Report

Nothing to report.

Executive Director's Report

Donald reported that VC passed the site inspection for AARP and is waiting for their approval. The AARP position is for those who are aged 55 and older, looking for a job, and meet the income requirements. The person who fills this position will backfill Baaba's spot.

Donald continued, saying that he met with the new NxGen group. They will be focusing on volunteer recruitment and retention for their project. They will report back with a plan in a couple of weeks.

Service & Communications Manager Report

Nikki reported that the board asked for more detailed statistics on the hours spent on transportation in the three categories Village Connections tracks—medical appointments, nonmedical appointments, and social events. While the database can track the number of services for each of the transportation categories, it does not track the hours spent on each. Moving forward, Nikki will report on each of those categories. In 2022, Volunteers served 2,058 hours, with 1,019 hours being transportation.

Volunteers for the friendly caller program met earlier in the month. They report that things are going well. Most of them have met their members in person. The program had a few members and two volunteers drop out of the program because it wasn't the right fit for them, but the committee believes that the program is serving the members who need it. As new service-receiving members join, they will be offered this program.

Old Business —

None

New Business —

Kim said that she is restructuring the committees and subcommittees to address some of the areas we want to address. We want to make sure we are aligned to work toward our mission and vision. She will be talking to the executive committee, committee chairs, and new board members. Kim hopes that the committees and subcommittees will be in place and begin reporting out. 2023 will be our maintenance year and we will plan to take our next steps to be the organization we envision ourselves to be in 5 years.

Adjournment

MOTION: To adjourn.

[Gischel, Plunkett]

Motion Approved.

The business of the February 23, 2023 meeting of Village Connections having been concluded the meeting was adjourned at 7:20 pm.

Respectfully submitted,

William Curlis, Secretary

Attest: Kim Cowie, President

Nikki McFadden, Recording Secretary

Next Meeting: April 27, 2023, 6:00 pm.