

**Village Connections  
Board Meeting  
June 29, 2023  
6:00 PM  
German Village Society Meeting Haus Scheurer Room**

Kathryn Brod, President, called the meeting to order at 6:0 PM.

**Members Present:** Betty Garrett, Brenda Gischel, Scott Blake, Ed Elberfeld, Bill Curlis, Sarah Lutz, Jim Plunkett, Kathryn Brod, Jenny Brehm, & Carolyn Workman. A Quorum is present.

**Attending:** Donald Wiggins, Executive Director; Nikki McFadden, Service & Communications Coordinator, and Barb Elberfeld.

**Election of Board Members to terms ending June 30, 2026**

**Candidates for election to the Board of Trustees**

**MOTION:** To close the nominations and cast a unanimous ballot for the election of Scott Blake, Bill Curlis, Ed Elberfeld, and Bill Reynolds to the Board of Trustees for a full three-year term ending June 30, 2026.

[Kathryn Brod, Brenda Gischel]

Motion approved.

**Motion:** to elect the following candidates as officers of the Board of Trustees for their respective offices and terms of one year term:

Kathryn Brod, President – term ending June 30, 2024.

Betty Garret, Vice President – term ending June 30, 2024.

Jim Plunkett, Treasurer – term ending June 30, 2024.

Bill Curlis, Secretary – term ending June 30, 2024.

[Brenda Gischel, Sarah Lutz]

Motion approved.

Betty Garrett turned the meeting to Kathryn Brod

***Approval of April 2023 Minutes***

Kathryn Brod, President-Elect, presented the minutes of April 2023. She questioned the mileage rate for charities from the IRS. Donald and Nikki will check the mileage rate for charities and amend the minutes as needed.

**MOTION:** Approve the April 2023 Board of Trustees meeting minutes.

[Bill Curlis, Jim Plunkett]

Motion approved.

### ***June 2023 Financial Report***

Jim Plunkett, Treasurer, said that the financial report was emailed to the board and asked for any questions. Village Connections has \$156,000 in cash, stocks, bonds, and CDs.

Jim said that there has been one large transaction since the report was produced, payroll. We should be receiving our 3<sup>rd</sup> quarter payment from FCOA in the next couple of weeks.

**MOTION:** To approve the financial report for June 2023 for audit.

[Bill Curlis, Ed Elberfeld]

Motion approved.

### **Committee Reports:**

#### ***Marketing Committee Report***

Sarah Lutz said that the Give65 postcards were donated and mailed on Monday. The committee is working on the Annual Appeal letter.

The membership committee presented the marketing committee with the idea of a welcome wagon for those who live in the catchment area. Both committees decided that it will be a bag with our jar opener and a letter welcoming them and explaining who we are and what we do, and gifts from local businesses. Both committees are hoping to have it begin in August. The committees are estimating that it will be about 12-15 houses a month. Volunteers will distribute the bags and reach out and make personal contact with the new residents. Barb suggested reaching out to Susan because she had done this before.

#### ***Membership Committee Report***

Ed Elberfeld said that beginning this year, we are collecting people who have missed renewing their social membership and sending a quarterly “we miss you email.” He is amazed to see how this long list is becoming shorter because more people are renewing. Donald shared that we run a 58-62% retention rate for donors. It speaks of the work that Ed and the membership committee are doing.

Village Connections currently has 49 service-receiving members. This year, we added 4 members. We’ve lost 2 to death and more to moving out of the service area. We offer our services to those who move within a mile and a half of our services area. It demonstrates that we still care. Jenny Brehm asked what if people move drop and want to return after a few years. We should have a standing invitation because it could take time for members to understand they need help.

### ***Services Committee Report***

Barb said that volunteers are now using Helpful Village to pick up service requests. People have been saying great things about it. We have updated the volunteer handbook to reflect the new procedures for Helpful Village.

Thanks to Jenny Brehm and her daughter, we have an online training reflecting the guidelines that is almost complete. Donald is looking forward to sharing it as a best practice with the network.

The service committee has set a date for the volunteer appreciation party on August 30<sup>th</sup>.

### ***Hospitality Committee Report***

Barb said that the next dinner will be delivered on July 13<sup>th</sup>. More members are joining Supper Club and we need to get more volunteers to help cook. Barb wants an ask to go in our next volunteer newsletter to recruit new individuals to help prepare meals.

### ***Events Committee Report***

The Charcuterie Event is on September 6<sup>th</sup>. Further discussion is tabled until Brenda and Donald can discuss the event.

The holiday party is on December 16<sup>th</sup>.

### ***President's Report***

Kathryn Brod said that the commissioners oversee the distribution of money in the state budget. The House and Governor's budget had \$40 million in Healthy Aging Grants and the Senate's version took it out of the budget. Donald and Kathryn got Village Connections' name on a letter sent to the Senate President along with other aging organizations. This is the first of future opportunities for connections that we haven't had. Kathryn hopes to find a way for villages to have a stronger voice.

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

300 cards were dropped in the mail and 245 emails were sent on Monday for Give65. In 2022, we raised \$20,000 during the event. The goal this year is \$30,000. Donald asked Carolyn Workman and Kurt Wacker if they would consider moving their donation ahead as the original donor cannot commit \$5,000. They graciously agreed to do so. That being said, we are going into the campaign with \$14,000 of the \$30,000. This year, we do not have Giving Tuesday with Home Instead Charities, which is worth about \$6,000. Funds raised during Give65 go into the general operating fund.

Donald and Nikki participated with the GCNV for the pre-pride event. It was a great opportunity for us to be seen in Columbus. We are not considering tabling at other festivals at this time. If there is anyone who wants to chair and staff other festivals, Donald will be more than happy to provide materials. We have had a presence at other festivals in the past with no return on our investment.

Kathryn, Nikki, and Donald met with Tia Bythewood, Nancy's replacement from FCOA. She wanted to get to know organizations. Donald asked about funding for the future, and she said that because we are serving older adults and providing social opportunities, we should be funded. We can contact her if we have any questions.

### ***Service & Communications Manager Report***

Nikki said that in May, there were 174 volunteer hours, with 34 hours coming from medical appointments and 37 hours coming from transportation to social events. There were 162 volunteer hours in June with 30 hours for medical appointments and 34 hours of transportation to social events. Year-to-date volunteer hours are 1,167. We are on target to exceed our goal of 2,000 hours in 2023. Staff completed 4 service requests in 7 hours. That is 2% of all the hours. This is lower than the 5-7% that we want for staff members, but Kathryn said that it is okay because the staff attends social events.

The new website is live. It has a much cleaner look. Kathryn said that she had trouble finding it when searching on a search engine. Nikki spoke to the website's creator and said that it will take some time for the new website to show up on the search engine because it has to relearn where to send inquiries.

Nikki said that one of her big focuses is Village Connection's social media presence. Facebook's cover photo was updated to better reflect who we are and what we do. In the past 90 days, your Facebook reach was up 18% and Instagram is up 40%.

### ***Old Business — None***

### ***New Business —***

Motion for Bank Authorization Procedures

**MOTION:** That only the Treasurer Jim Plunkett, Assistant Treasurer William Reynolds, and the Executive Director Donald Wiggins shall have signatory authority and access to all financial accounts: checking, savings, and investments, of the Village Connections, in all banks and portfolios, effective immediately, and that all previously authorized signers shall be terminated immediately.

[Bill Curlis, Sarah Lutz]  
Motion approved.

Annual signatures for conflict of interest and confidentiality statements for board members.

### ***Adjournment***

**MOTION:** To adjourn.

[Bill Curlis, Ed Elberfeld]

The business of the June 29th meeting of Village Connections, having been concluded, was adjourned at 7:11 p.m.

Respectfully submitted,

William Curlis, Secretary

Attest: Kathryn Brod, President  
Nikki McFadden, Recording Secretary

**Next Meeting:** August 24, 2023