

**Village Connections
Board Meeting
August 24, 2023**

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

President Kathryn Brod called the meeting to order at 6:03 p.m.

Members Present: Kathryn Brod, Betty Garrett, Jim Plunkett, Scott Blake, Ed Elberfeld, Cindy Farson, Carolyn Workman, Brenda Gischel (via Zoom), Sarah Lutz (via Zoom).

Members Not Present: William Curlis, Fran Schneider, William Reynolds, and Jenny Brehm.

A quorum was present.

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

Approval of June 2023 Minutes

Kathryn Brod, President, presented the minutes of June 2023 and moved to approve.

MOTION: To approve the minutes of the June 2023 Board of Trustees meeting as written.

[Brenda Gischel, Ed Elberfeld]

Motion approved.

August 2023 Financial Report

Board members received a copy of the August 2023 report via email in advance of the meeting. The cash accounts total almost \$72,000, and investments total \$98,000 for a total of almost \$169,000. Cash and Investments have increased during the previous two months.

The transition of VC's accounting process to QuickBooks is approximately 60% complete. Once a few communication challenges between VC's QuickBooks and Huntington Bank are resolved the transition will be nearly complete. By year's end, accounting statements will be provided via QuickBooks.

Treasurer Jim Plunkett noted that he had converted 181,000 reward points from credit cards to a cash deposit of \$1,800.

MOTION: To approve the financial reports for August 2023 for audit.

[Betty Garrett, Cindy Farson]

Motion approved.

Committee Reports

Marketing Committee Report.

The Marketing Committee produced a letter for the Membership Committee's Welcome Pack. The committee is also beginning preparation of the Impact Report for 2024. Ideas include adding more personalization and updating photos to add diversity and realism.

Membership Committee Report.

Village Connections has 207 total members, with 159 social members and 48 service-receiving members. Give65 not only had a positive fiscal impact for VC, it provided an opportunity for people to join or renew membership, as well.

The Village Connections Welcome Pack was delivered to a dozen new households in the VC catchment area. The pack includes a letter with a QR code (for easy access to the VC website), the VC calendar, and a VC jar opener.

Discussion ensued regarding additional items to include in future Welcome Packs:

- map of the catchment area,
- a listing of the neighborhoods in the Welcome Pack letter,
- a flyer that explains what Village Connections does, and
- coupons from businesses in the catchment area (both those inside and those outside German Village [e.g. Mid-City Garage, Bake Me Happy, Commune Restaurant], barber shops, and hair salons).

Ed Elberfeld proposed a policy that would allow members to have their annual membership fee covered by their personal fundraising efforts.

MOTION: The membership committee recommends that the board of directors approve the following: For a donor who raises funds in excess of either a social or a service-receiving membership that they be allowed to use those funds to meet that obligation. If a member raises \$500 of a \$750 membership, they will only have to pay \$250.

Discussion regarding the policy included:

- Disagreement about whether the policy should apply only to a service-receiving membership fee or only to a social membership fee.
 - Concern that individuals who are currently paying membership dues and frequently asking friends to give will STOP paying membership dues.
 - Concern that any individual who personally donates more than a membership fee could ask to receive membership as a result.
 - An anticipation that annual billing for certain software applications could be impacted by a policy that has membership numbers tied to an individual's success at fundraising.
- All agreed that VC should market the opportunity to have friends/family donate to VC.

The motion was amended as follows:

MOTION: For a donor who raises funds in excess of a social membership this donation may be applied to meet the social membership.

After considerable discussion, it was moved and seconded that the proposed policy be reconsidered at the next board meeting.

Services Committee Report.

Two new individuals began volunteering in the last month.

The Services Committee has made two additions to the Volunteer Handbook: (1) a description of the different VC committees and (2) a map of the service area.

The committee has decided that volunteers will once again be encouraged to wear badges when they volunteer. Badges with the VC logo will be designed with the assistance of the Marketing Committee; production options will be explored.

The Volunteer Appreciation is next Wednesday at the Elberfeld's house. The board is invited.

Hospitality Committee Report.

The number of members requesting to participate in the Supper Club continues to grow. Nearly 25 members signed up for last month's pasta salad. Many complimented the quality of the meal.

Events Committee Report.

The Events Committee canceled the charcuterie class because the event wouldn't effectively reach our service-receiving members. Instead, VC will host an Oktoberfest-like event on September 9th from 6-8 pm. It will be catered for by Schmidt's; beer and wine will be donated.

The holiday party for VC members will be on December 16th, tentatively scheduled between 6-9pm.

Board Chair Report

Kathryn described a change in future board meeting formats that she hopes will facilitate more discussion on generative topics, policies, etc. Committee minutes will be distributed in advance and reviewed/accepted by the VC board through a consent agenda. Board members can voice their concerns about anything reported through the committee reports, if needed. If a committee report includes a recommendation for board action, the committee report will not be included in the consent agenda. Committee chairs will be given the opportunity to highlight noteworthy activities of their committees.

In addition, each board meeting will include a review of how VC's work is progressing on the outcomes created through the 2023 VC Board retreat. A one-page dashboard has been created that Donald Wiggins will present at each board meeting to demonstrate his accomplishment and committees' accomplishments of the desired outcomes; Donald's annual evaluation will include a review of this dashboard. She noted that the board will also be sent a survey about Donald's performance at the end of the year, as the board's input on the Executive Director's annual performance is desired.

Finally, each meeting will have some component of board education. An attorney with expertise in not-for-profit governance will present at the October board meeting. Kathryn is looking for other ideas for future board meetings.

Executive Director's Report

The Give65 campaign raised \$28,666.70 through 55 total donations, a 14.6% increase over the goal. Donald thanked the board members present for helping the organization reach its goal.

Donald reported on an August 23 gathering he spearheaded with all the villages in the state. The twelve (12) villages that attended are in various stages of development. Six (6) of the 12 villages are in central Ohio. Through a comparison of services provided by each village, VC was clearly the top village in the state of Ohio with the numbers and types of services provided. The discussion among the villages showed that VC excels in the organization, board support, and financial support we have. The gathering was held at LeadingAge Ohio and included a presentation by its president/CEO Susan Wallace.

Donald and Kathryn will continue to work with LeadingAge Ohio and other lobbyists to learn more about the state funding that was approved through this year's State Budget process, in particular, how these funds will be dispersed. Cindy Farson has been challenged along with Fran Ryan to get a meeting with the Franklin County commissioners to introduce our work and explore potential funding opportunities.

Service & Communications Coordinator Report

Nikki's service hour report included the following:

- volunteers completed 157.5 hours in July, with the transportation breakdown as follows:
 - 20 hours of medical appointments,
 - 19 hours of nonmedical appointments, and
 - 29 hours of social activities.
- Volunteers completed 151.5 hours in August thus far, with the transportation breakdown as follows:
 - 10 hours of medical appointments,
 - 30 hours of nonmedical appointments, and
 - 35.5 hours of social activities.

Our group from Leadership Columbus printed and distributed flyers for volunteer recruitment and distributed them to businesses in the area. These flyers will be produced for the Welcome Pack, as well.

Old Business —

None

New Business —

Updating VC's Policies and Procedures.

The Member Council was asked to do a complete review of VC's Policy and Procedures. The Council's work as well as the staff's comprehensive review of the document resulted in an

updated version of the Policy and Procedures which was distributed to the board members in advance.

Kathryn reported that the Member Council requested clarification on the meaning of “household chores.” The Services Committee recommended a straightforward approach that would simply have the member describe the chore needed and leave it to the volunteer to indicate their willingness to perform it. The Member Council was concerned that this could lead to abuse of the policy, with a member requesting help for chores they could accomplish on their own. As a result, the Member Council recommends:

MOTION: *That the Board of Directors approve an amended Policy and Procedures as follows:* “In keeping with Village Connections’ mission, home maintenance will be provided based on volunteer availability and unique situations or on a temporary basis.”

Discussion ensued regarding the potential that this wording could lead to confusion, as “home maintenance” often refers to bigger projects, e.g. electrical work, that our volunteers don’t provide.

The Motion was amended as follows:

MOTION: “In keeping with Village Connections’ mission, household chores or simple repairs will be provided based on volunteer availability and unique situations or on a temporary basis.”

The Motion was approved.

[Brenda Gischel, Carolyn Workman]

The staff will determine how to distribute the updated Policies and Procedures document to members.

Office Lease expiring.

Donald shared that German Village leadership has notified him that the VC lease in the German Village Meeting Haus will not be renewed at year’s end. Donald spoke with Livingston UMC. And is optimistic that its space will serve VC’s mission well. There are tremendous opportunities for crossover events and building the VC volunteer roll. The church is checking with its trustees and will let Donald know of the trustees’ decision. The goal is to be moved by November 1st.

Adjournment

MOTION: To adjourn.

[Betty Garrett, Carolyn Workman]

Motion Approved.

The business of the August 24, 2023, meeting of Village Connections having been concluded the meeting was adjourned at 7:45 pm.

Respectfully submitted,

Nikki McFadden, Recording Secretary

Attest: Kathryn Brod, President

Next Meeting: October 26, 2023, 6:00 pm.