

MINUTES OF THE VOTING MEMBERS ASSOCIATION
Monday, December 4, 2017

Members Present: (25 attendees, 20 families)

Anderson, Ann	Hoinig, Mata & Don	Richards, Mary Anne & Greg
Baker, Barbara	Jordan, Jim	Spreyer, Donna
Baker, Dick	Koziara, Michele	Tillson, Kathleen
Bruske, Melanie	Matuszak, Cindy	Wagner, Lynn
Callaway, Pamela	Mellott, Karen	
Dedrick, Mary Ann	Minnix, Barb and Hunter	<u>Also in Attendance:</u>
Frye, Laura & Luke	Munselle, Nancie	Jennifer Roccanti
Harman, Bob and Chris	Patronik, Ann	Tiana Brown

A. General - Nancie Munselle

1. Call to Order
After an enjoyable meal of pizza, salad, and breadsticks from Shields, the meeting was called to order at 7:10 p.m. at the On My Own office.
2. Approval of Minutes
Don Hoinig made a motion to accept the minutes from the October 2, 2017 meeting as written. Dick Baker seconded and the minutes were approved.
3. Calendar
 - a. VMA Meetings
Our next meeting is to be held on February 5, 2018 with subsequent meetings scheduled for May 7, October 8, and December 3, 2018.
 - b. OMO Events
The Family Fun Bowl will take place on Sunday, March 18, 2018.
 - c. Other
Luke Frye reported that he is working on an event in conjunction with Lake Orion Knights of Columbus, possibly as an alternative to the annual member banquet. It could potentially help to raise funds for OMO without being too much of a draw on OMO families. Nothing firm as yet, but there is ongoing discussion taking place between Luke and Lesley Scharfenberg. Nancie noted that the Family Forum had also worked on ways to reduce burnout for OMO families.
4. Board of Trustees Report - Kathleen Tillson
Kathleen thanked everyone for all they had done in the past year. As reported by Kathleen, the executive committee has seen a couple of changes. Barb Baker has taken over the role as treasurer, and Dick Baker (former treasurer) has taken on the role as secretary of the committee recently vacated by Andrea Defrain. Kathleen reiterated that it has been a great year for OMO.

B. Financial Updates

1. VMA Report - Michele Koziara
Michele reported that three more families had paid annual dues since the last meeting. Prior to those payments the VMA's balance stood at \$1,078.05.

2. OMO Report - Dick Baker

Dick reported that we are running well ahead of budget, due to two primary reasons. First, there were three small OMO events held over the summer which, collectively, raised \$10,000 net. Those events were a car wash, raising \$1,000; Jimmy Johns, \$2,000; and the Dream Cruise, \$7,000. None of these events were overly intensive for the staff and it is hoped that we can repeat them next year.

Secondly, Jenn's idea of outreach to larger donors in order to build up a reserve over the next three years. The goal is to have a reserve that creates three months of our expenses, or \$150,000. This was started in September and so far we have donations totaling \$25,000. Also, we have just received a contribution of stock worth \$7,000. So we currently have approximately \$32,000 in cash through this program. As of this date, we also have an additional \$40,000 in pledges, which has us at halfway to our goal.

Dick reported the Gala also did well with almost \$11,000 being raised from dedicated giving at the event. All told the event raised \$37,000.

As an aside, Dick reported that Jenn is bringing some very innovative ideas to OMO and everyone is very impressed with her and the progress made since she came onboard. This sentiment was shared by the VMA membership present.

Barb Baker reported that she hopes to quickly get up to speed in her new role as treasurer. She requested feedback from the VMA members to know what information they would like to receive at the meetings, and confirmed that she will continue with the family value points program. Barb also thanked Dick for his 20 years of service.

C. On My Own Operations - Nancie Munselle

1. Executive Director's Report - Jennifer Roccati

Jenn handed out a written performance report. She advised that between July 2017 and June 2018 the goal is to recruit 20 new members, 20 new monthly donors, and 20 new annual donors giving \$500+ each. To date there are 6 new members, no new monthly donors, and 7 new members who have never given to us before. Jenn is pleased with where we are at this time. If VMA members have any questions regarding the performance report they are encouraged to call or e-mail Jenn.

Jenn also handed out a flyer advertising the MiABLE presentation scheduled for December 18th and asked the VMA members to invite anyone who would benefit by learning more about the savings account for individuals with disabilities.

Work on the CARF accreditation is ongoing, but Jenn reported we may not be ready until the fall of 2018.

The Halloween recruitment party led to 6 potential new members. Similar events will likely be planned every quarter to bring in new young folks. No new members in the winter quarter as yet, but staff is calling people who have previously shown interest and will continue to promote OMO. Staff is also working hard to reach out to school districts.

Staff is interviewing for a member aide, but so far with no success. They will continue to publicize and do their best to find a new member aide. Meantime, if there are any volunteers who could step in and help with grocery store and bank trips every week that help would be appreciated.

Tiana reported that the Orlando trip was a great success with 18 members participating. There is a short trip planned for the spring, with more details to follow. One VMA member suggested that, since members have to put requests for time off work way in advance, it is helpful to have as much notice of upcoming trips as possible.

D. Old Business - Nancie Munselle

1. Handbook Update - Nancie

Nancie reported that the handbook is now complete and a digital copy will be sent to VMA members. It will also be downloaded onto the OMO website and staff will hand out a copy to new families at the time of orientation. The handbook will help bring consistency and describes how to be an OMO member/family. It will be a useful tool for anyone looking to join OMO. The handbook was a project worked on by the Family Forum, but has now been turned over to the staff to maintain and update. The VMA will also have input as and when necessary.

Following an inquiry about updating the VMA family directory, Michele reported that, even though there are no new members, she will e-mail a current copy to all families.

2. Family Forum Update - Nancie

At this time the Family Forum has gone on hiatus. This group is not a permanent fixture, but comes together when there are specific issues to be dealt with. One of the issues worked on, aside from the handbook, was the matter of self-determination. Since it was of interest to many families, it was researched and we were able to get a speaker in to help us get a better understanding from the family perspective versus the staff perspective etc.

At the last meeting of the Family Forum it was concluded that there was nothing further to be worked on at the present time, and Nancie thanked the Forum members for their participation.

3. Social Committee

Michele Koziara reported that several different topics were addressed at the social committee meeting, such as social member interaction with apartment members and staff, etc. Information is in the class booklet regarding apartment members hanging out with social members in the member lounge. Michele asked to be kept informed if this was working out as intended.

4. Marketing/Fundraising Committee

The marketing committee has now combined with the fundraising committee. Barb Baker and Don Hoenig have designed a new brochure to be used for fundraising and new member recruitment. Postcards were handed out at the last meeting to be distributed to local businesses, etc., and business cards were also needed. Nancie advised that the staff were not amenable to the idea, but since the VMA families would like to have business cards to hand out, Nancie asked Don to work on a design for us. Don and Barb agreed to handle.

E. New Business - Luke Frye

1. Holiday Gifts for Staff

There was a proposal to give the following cash gifts to staff: \$100 to Jenn and Tiana; \$75 to Lesley, Rachel, and Amy; and \$50 to Matthew and Michaela. Dick Baker moved the motion, Cindy Matuszak seconded, and the motion was passed.

2. Member Medical Forms

Michele reminded social member families to complete and return health forms to the office. It was stressed that the staff always need to have up-to-date information on medications, family changes or anything that might affect members' behavior. Forms will be sent out once a year, but meantime need to be kept updated. Michele had forms to hand out at the meeting.

3. Other - Nancie

Nancie reported that staff have indicated some interactions with families are not always pleasant. She understands that family members sometimes have frustrations, but urges family members to keep their contact on a professional level when speaking with staff. As always, the VMA Board can assist when needed.

F. Meeting Adjournment - Nancie Munselle

The meeting was adjourned at 8:22 p.m.

Respectfully Submitted,



Christine Harman, VMA Secretary