



**ANNUAL MEETING
FRIENDS OF THE MARY SHELDON ISMON HOUSE
TUESDAY, JANUARY 26, 2016
AT THE ISMON HOUSE**

MARY SHELDON ISMON HOUSE

Albion's Community Gathering Place

300 S. Clinton Street

P.O. Box 186

Albion, Michigan

Reservations: 517-629-8211

The Friends of the Ismon House

300 S. Clinton Street

P.O. Box 186

Albion, Michigan 49224

Board of Directors

Shirley Zeller, *President*

Carol Gnich, *Vice-President*

Gwen Tabb, *Secretary*

Bill Warren, *Treasurer*

Ed Kernish

Cheryl Krause

Marcola Lawler

Scott Marvin

Don Masternak

Sheryl Mitchell

Jan Phillips

Harley Ulbrich

Marjorie Ulbrich

William Zeller

Call to Order

Approval of agenda

Secretary's Report

- Minutes for October 14, 2015

Treasurer's Report – Bill Warren

Rental Update – Marjorie Ulbrich

Old Business

- Status of 2015 Fund Raiser
- Installation of mailbox
- Backups for Ulbrich's (opening and closing of Ismon for events)

New Business

- Construction Bid Recommendation
- Front step repair
- 2016 Budget
- Resource possibilities
 - Line of Credit – Homestead Bank
 - Potential events (fund raisers)
 - Philanthropic Women (next meeting March 8)
 - Marketing Committee

Next meeting date (tentative) – March 15, 2016 – 5:30 (Ismon House)

Adjourn

Friends of Ismon House
Minutes
October 14, 2015

CALL TO ORDER: Shirley Zeller called the meeting to order at 5:09 p.m. Present were Shirley Zeller, Gwen Tabb, Bill Zeller, Cheryl Krause, Carol Gnich, Harley Ulbrich, Marjorie Ulbrich, Bill Warren, Marcola Lawler, Sheryl Mitchell.

SECRETARY'S REPORT: Minutes were presented from the September 22nd meeting.

Move to accept- Cheryl Krause
Second Carol Gnich
Approved

SPECIAL REPORT

One bid was received, and it's over the \$200,000 grant budget amount. The bid was for \$448,000. Bids will be accepted again December 8. Invitation will be prepared for re-bid. People who have picked up a package will not have to pay and additional fee of \$50. The state has been good working with us. Elizabeth at the Foundation believes some money may be available from the Foundation. We will also look into a line of credit at the bank. Shirley will check to see how much may be available. A motion was made to reject the bid received and re-issue a new request.

Move to accept Sheryl
Second Cheryl
Approved

REQUEST FROM SHERYL

Sheryl inquired about what the city currently pays for at Ismon. It was discussed that the city has paid for the elevator updates, fire extinguisher, load test, administering bids. Starting in January 2016 Ismon will pay for 2 hours a month when the construction project. It was requested that we pay 1/2 of expenses, \$453.08. In the future, all bills will come to Ismon House.

Moved Harley
Second Gwen
Approved

October 24 Show Your Best, we will have a table. Shirley will set up and asked for volunteers. Business cards available, and possibly a newsletter, rental rates and our scrapbook. We discussed offering a free rental with a purchase up to \$75 off.

Concrete Repair- Steps have a chunk out of them and a metal hand rail is needed. Shirley will call Mike to see who fixed the steps last time. Don and Bill will work together to find someone.

DDA BOARD MEETING

\$120,000 reimbursement grant DDA does not have those funds, so there would be an ask from the city. Details must be worked out to guarantee funds are available from the city. We're asked to explore all options. Homestead maybe willing to advance funds knowing the state will reimburse the full amount.

RENTAL

Harley and Marjorie asked to raise rental rate for non-profit to \$100 vs. \$50. \$150 for all non-profit. DDA must approve our rates.

VIDEO

Sheryl shared the video trailer for Show Your Best on YouTube. It's been shown at the Bohm. Shirley will forward it to board members.

ADJOURNMENT

ISMON HOUSE BUDGET

2016

Revenues:*

Rental Income	\$12,000
Donations	6,000
Grants	15,000
Fund Raisers	13,000
Loan (Homestead)	50,000
Interest	<u>500</u>
Total	\$96,600

Expenditures:

Gas (SEMCO)	\$1,500
Electricity (Consumers Energy)	1,700
Code Inspections	1,000
Maintenance and supplies	700
AT&T (telephone, alarms, yellow pages)	2,500
Fire Protection/extinguisher services	1,200
City of Albion administrative costs	360
Water/Sewer	1,200
Equipment Repair/Replacement (chairs, tables, etc)	5,000
Loan Payments	20,000
Portion of state grant payable to city	30,000
Professional Fees/Consultants	10,000
Marketing/advertising	400
Miscellaneous (postage, printing, etc.)	<u>2,000</u>
Total	\$62,400

*500 based on
\$20/hr*

BALANCE \$34,200

*Does not include \$120,000 grant from MHSD and \$50,000 from DDA.

FRIENDS OF THE ISMON HOUSE
BOARD CONTACT INFORMATION

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