

**West Des Moines Human Services Advisory Board**  
**139 6<sup>th</sup> Street, West Des Moines, IA 50265**  
**January 17, 2017 Minutes**

**Members Present:**

Mary Bernabe, Sue Wright, Rick Riley, Sue Bosworth, Dan Werner, Tammy Cline, Bob Shoemaker, Jim Miller, Jessinda Madonia

**Members Absent:**

Wendy Ogden, Richard Turner, Lori Teel, Council Liaison Russ Trimble, Matthew McNeece, Janet Clary-Jones

**Staff Present:**

Althea Holcomb

**Citizen Participation:**

None

**Call To Order:**

Bob Shoemaker called the meeting to order at 5:32pm.

**Approval of Minutes:**

The minutes from the November 2016 meeting were moved for approval by Sue Wright and seconded by Mary Bernabe, approved by board.

**Director's Report:**

- All donations were up for the holidays. With the increased donations, our expenses were down which reflects in our account funds balances.
- Several board members reported more WDM residents becoming aware of our services.
- Over flow day - for those individuals that missed the cut off date to register for holiday assistance. Next year there will be a set registration process for these individuals as the same of pre-registered clients.
- Toys for Tots - No income levels required. If we accept, we must open to all of the metro area. Storage was discussed as a concern item.
- Budget is being presented in two weeks by Althea Holcomb and Bob Shoemaker.
- Larry has purchased all winter equipment. The remaining items will be purchased closer to summer.
- The Friends Foundation does not currently show on our financials, Mary Bernabe requested for it to be added going forward. Althea reported that the current balance is approximately \$40,000.00.

**(continued)**

**Chair Report:** None to report

**Old Business:** None to report

**New Business:**

- Updates were requested for the plans to have an I.T. department build-out within the WDM Human Services building.
- 2017 Sunday Supper is scheduled for Sunday, Sept 24<sup>th</sup>
- Kasey Tickel has been nominated to replace Tammy Cline in the board position after Tammy's term has finalized on June 30, 2017.

With all agenda items covers, the meeting was adjourned at 6:18pm.

**Respectfully submitted,**

**Jessinda Madonia**

**CC: Mayor, Council member, City Manager**