

**Nassau Community Connections, Inc.**

**Meeting Minutes**

**Tuesday October 12<sup>th</sup>, 2021, 7:00 PM**

**Grace United Methodist Church House/Future Community Center**

*Our grassroots organization builds community, inspires hope, and networks for equity by raising awareness and connecting essential resources*

**ATTENDANCE:**

Chaplain Michael Needham, President; Lori Clark, Treasurer; Joseph Gil, Communications Officer; John Imhoff, Secretary; Shaykha Sheila DS Foraker, AQRT Sufi Order; Pastor Dion Marquit, Grace United Methodist Church; Carol Siver, Grace United Methodist Church; Stephanie Sentz, Nassau resident.

**MINUTES:**

**Opening Reflection – Pastor Dion**

**Community Center Update**

- The opening of the Nassau Community Connections, Inc. (NCC) Community Center (Center) has been delayed because the handicap access ramp has not been completed. The installation of the ramp is a BSA Eagle Project. Initially, it was thought that the ramp could be installed directly, as it was donated; however discussions with Code Enforcement indicated that modifications would be required.
- We would like to have an open house at the community center when the Center is opened, and we are currently hoping that the ramp modifications will be completed by Mid-November.
- Furnishings that have already been collected / donated for the Center include a computer, monitor, printer, 2 televisions, and a refrigerator.
- While waiting for code-required modifications to be completed, the committee would like to proceed with identifying and training the volunteers that will work at the center.
- Jean Waggoner has agreed to be the Volunteer Coordinator for the Center and will prepare a job description for those volunteering at the community center.

**Life is for Service Award**

Award was presented on September 28<sup>th</sup> to Jacob Coons for his selfless work involving the collection of donated/discarded bicycles and repairing them to give to youth in the community.

**Assistance Provided**

A local woman has an apartment that is currently unoccupied who has decided not to lease it in the near future. She has offered to make the apartment available to us if we have a need for it, such as helping a victim of domestic abuse.

**Community Center Volunteer Training**

- Training will be provided to potential volunteers by the NCC officers.
- Will be held at the community center and is expected to take 1.5 hours

- Topics to be addressed will include:
  - History and mission of Nassau Community Connections, Inc.
  - Grace United Methodist Church Policies and Facility Use Requirements
  - Nassau Community Connections Harassment and Diversity Requirements
  - Emergency response
  - Referral and assistance process
  - Volunteer expectations
- Joseph Gil will take content and develop power point / visual presentation.
- Agreed to include village police to participate or be present so they know what we are doing.
- Training will also include American Disabilities Act (ADA) content so that volunteers understand requirements.
- Content development
  - General Content – Michael Needham
  - Emergency Response – John Imhoff
  - Assistance to be provided / Resource Guide – Lori Clark
  - Grace United Methodist Church Policies and Requirements – Pastor Dion
- Training date – decided on November 12 at 7PM.

### **Volunteers and Volunteering**

- St. Mary's Catholic Church has expressed interest in providing volunteers. We will need list of those interested so we can get information to them.
- Anticipated Start Date – dependent on completion of Code Required improvements.
- Background checks – NCC will reserve the right to conduct background checks for individuals volunteering for the Center.
- There is a requirement for 2 adults to be present at the center at all times during operation
- Hours of operation – During the meeting it was decided that to start the Center would be open Monday through Friday from 9 AM to 12 PM and for some special events.
- Aiming to have center staffed by retired individuals who have the time to volunteer.
- Lori Clark agreed to reach out to Tim Gorman/Spectrum about getting a Wi-Fi internet connection / phone for the Center (may utilize Google phone which allows the number to be transferred to different volunteer's personal cell phone).
- Joseph Gill will prepare an announcement asking for volunteers to staff the community center with contact information for interested persons to respond to.
- Joe will also create a flier that can be handed out during the training with pertinent information.
- Title of the Center was discussed as Nassau Community Connections Community Center.

### **Last Minute Comments/Announcements**

- A date has not been determined yet, but at some point, The Gathering Place will need volunteers to put items back inside the thrift store.
- A Work Party at the Community Center is scheduled for Sunday November 7<sup>th</sup>, during which we will clean things up a bit and organize the office space.

### **Closing reflection – Shaykha Sheila**

Next Meeting – Tuesday November 9<sup>th</sup>, 2021