



April 21, 2026

**Alano Club of Kent County
Board Meeting Agenda**

Location: Alano Club of Kent County, Room 2

Time: 5:30-7pm

1. Roll Call
2. Announcements
3. @Approval of February Meeting Minutes
4. Director's Report (J. Johnson)
5. Café Report (H. Chee)
6. 6PM: Capital Projects Planning Presentation by Ed Postma & Peter Albertini
7. Strategic Plan Discussion Continued
8. Adjourn

Next Board Meeting: June 16

Upcoming Events

KCCO Spring Round Up, Saturday April 25

Spring Gala, Thursday May 7

Memorial Day Event, Monday May 25

Juneteenth Celebration, Saturday June 20

Red White & BBQ, Saturday July 4

Golf Outing, Thursday July 16



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Fundraising Update

The United Way Foundation reached out to inform us they have approved our grant request in the amount of \$10,000! This grant is eligible for renewal in 2027 provided we meet outcome and reporting metrics.

Our grant writer has been researching new grant opportunities to help support operating funds. There is potential for a "capacity building" grant through the state that could be used for fundraising, marketing or strategic planning consultants to help build systems and roadmaps for organizational growth. The first step for this opportunity is to submit a concept paper to see if our organization would be a fit for the opportunity.

Additionally, we have identified two family foundations that have supported addiction recovery services and projects, and support operational expenses. Both of these foundations have open grant cycles, and we intend to submit requests to both for \$25,000.

Maintenance Update

A toilet in the upstairs women's bathroom was leaking and needed to be shut down for a few weeks as we explored the problem. The Sloane valve was broken and needed to be replaced. Our first quote we received to replace and repair the issue was for \$1,700. We were able to work with a member of the club who provided us with a fix for only \$700. We have a handful of other small plumbing repairs needed throughout the building that we will continue to work through based on priority. No other plumbing issues present urgent need for repair.

Half of our potholes in the parking lot have been hot patched. The remaining potholes will also be patched soon. Hot patching should last 3-5 years. We are working with a member who is donating all labor to complete the patches, and the materials for patching were a total of \$2,400. Completion of the project is currently delayed, as the member is on a short medical leave.

We continue to experience issues with the ADA and smoker's entrance doors. The concrete has continued to heave throughout the spring months, making the doors stick and scrape against the threshold plate. This has prevented the ADA doors from working. We have removed the threshold plate on the ADA doors so they will be operational, and will have to explore shaving the concrete down to stop this from happening.

We have been experiencing leaks in the lower level this spring in two areas – the utility closet where salt is kept, and the mechanical closet in the balcony room. Both of these rooms have foundation cracks causing the leaks. Great Lakes Waterproofing provided work to stop the leaking in the salt closet in 2023 – we have called them and they confirmed their work is under warranty for 5 years. However, upon inspection, they claim that additional work outside of their previous scope is needed. We have asked for a quote on waterproofing both closets.



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A second company came to inspect and quote on this job, and their initial quote was about \$17,000. We feel this is too high and are seeking additional quotes to see if recommendations for mitigation and pricing align.

We have successfully upgraded two desktop computers for the executive director and operations manager offices. We have also provided a new laptop to another staff member, which was donated. We continue to experience issues with printing and scanning, and have been having troubles with our register and AC controls. Our IT team has identified the problem is with our WiFi network(s). We have four different networks set up that are "competing". We do not have access to all the networks, as passwords have been lost over time. They have recommended rebuilding our network and replacing our spreaders, which should solve our issues and also provide stronger WiFi signal throughout the building. In addition to this, we are also looking to replace our firewall – our service with the current firewall expires this fall and we do not have access to this either due to lost passwords.

We have been exploring potential costs related to a replacement of our security camera system. The estimated costs for both replacing and installing a new system, including new cabling, are around \$12,000. Our current system is working, but we have had some of our cameras go down. We are not able to replace the cameras, as that model is no longer available and supported. Previously, we had a quote for hardware only at around \$2,000 through Optiview. However, this was based on temporary promotional pricing. I have reached out for an updated quote, and our IT team has provided a quote on a competing system at around \$6,000.

We also have been working to secure quotes on all of our upcoming capital projects to assist in planning and fundraising goals. This includes repaving the parking lot, replacing flooring, replacing HVAC, and repairing/replacing the elevator. All quotes will be provided with the printed board materials for context and discussion.

General Capital Project Estimates Based on Quotes:

New Parking Lot - \$150,000 to \$200,000

New Flooring - \$150,000*

HVAC - \$150,000

Elevator - \$50,000 for mechanical replacement only, waiting on quote for full replacement if needed

*Flooring materials estimated around \$75,000 and we are waiting to hear more on an opportunity for materials that could be half to a third of typical pricing. Additional cost savings could be available if we can secure volunteer labor for installation.

Outreach Update

Within our grant requests to the Wege Foundation and United Way Foundation, we included deliverables for public outreach. We have begun contacting leadership and administrators in local highschools to raise awareness and share information about our Alateen Program. We are the only location within a



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100-mile radius to provide an Alateen meeting, and our attendance is very low. We have received pamphlets and informational pieces that can be distributed to local schools to help raise awareness of this program.

We have been working with a videographer to produce promotional videos. This will include a longer-format video that will be shown at the Gala, but we will also have shorter clips produced to share and advertise on social media and our website, with the aim of sharing who we are and what we provide to new audiences.

Financial Update

Our financial update is not completed yet. All receipts and records through end of March were provided to the accountant last week, and she is currently working on reconciliations in Quickbooks. We hope to have a full report through end of March sent via email next week.