

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
JANUARY 18, 2017**

FINAL

Chair Beverly Holbrook called the meeting to order at 4:30 pm. Prayer of invocation was given by Ron, and the Pledge of Allegiance was said by all.

Roll Call: Ann Dawe, Ron Dykstra, Beverly Holbrook, Ned Edwards, Rosemary Russell, Denise Favreau, Donna Malecki, Barbara Johnson, Kate Withington-Edwards, Nancy Mullen Call, Scott Harrison (on the phone), absent and excused are Jane Elzerman, and Julie Herrick.

Also present are Sabra Boyle, Douglas Durand, and Frank Walterhouse.

Approval of Agenda

- Under action items add B. Combine Checking Accounts.
- Motion to approve the agenda with additions was made by Denise and seconded by Rosemary. Ayes being heard, the motion to approve the agenda was made.

Minutes

- A motion to approve the minutes of the previous meeting was made by Donna and seconded by Barbara. All ayes being heard, the motion was carried to approve the previous minutes.

Public Input-

- There was no public in attendance and the suggestion box was empty.

Finance Committee

Doug reviewed the financial report. We are at 25% of our budget. Revenues were up by 38% this was due to grants, one large award and several smaller. Quarterly review of revenue highlights show that we are at 42% of our grant awards of the budgeted year and we are at 46% of our budgeted fund raising revenues. The year end appeal has been successful, \$37,401.00 to date. Other positive revenue trends are an increase in waiver dollars for home delivered meals. Total expenses for December 2016 were down by 1.8% and quarterly we are down by 6.3%. This is mostly due to non filled employee positions and largely due to the quality of applicants. Some expenses that came in over budget were dues and subscriptions, fundraising and marketing, supplies, food, contractual expenses, utilities, equipment repairs, outdoor maintenance and HDM vehicle maintenance. Overall we ended December 2016 with a surplus of \$60,967.00. A motion to accept the finance committee report was made by Denise and seconded by Ron. All Ayes being heard the motion was carried.

Information Items

A. Directors Report: December 2016/January 2017

- A copy was submitted by Douglas Durand and received by the board. We have picked up our new Dodge Caravan. This was purchased with a grant and designated donation dollars.

- BACN Board of directors has approved the pilot program with BSR for 6 month trial. This is a Senior Food Box and 10 identified households will take part in this trial. BACN will provide the food and we will deliver it twice a month. It will include 3 day supplemental foods specifically for a senior healthy diet. Nutrition education provided by MI Extension program will be included to help seniors get the most out of their package. Because of the collaboration between BACN and BSR, a meeting was held with the President and Vice president of both boards to look at ways for both agencies to work together to meet the needs of Benzie seniors. A board resolution has been drafted, between BACN and BSR. This is specifically to address collaboration and future new programming. It is not a merger, but simply a way to meet needs without duplication of services and streamlining staff utilization. Please see action items.
- A new MMAP outreach program plan was submitted to the Area on Aging and approved. We received \$1000.00,
- We received a \$1000.00 grant from Delta Dental to assist an additional 6 persons with dental vouchers.
- Benzie Shores District library in Frankfort is reaching out to seniors with Dawn to establish a traveling library and a talking book program.
- Bob McQuilken has graciously offered his time for one year to assist with setting up a program regarding handyman services.

B. Program Report for February 2016

- Nutritional Programming
 - HDM (Home Delivered Meals) 4,252 meals were provided to 138 clients in December. This is an increase of 30% since 2014 and a 10% decrease since December of 2015.
 - Congregate Meals served 1,786 meals in December 2016. This is a 9% increase since 2014 and a 1% decrease when compared to December 2015.
 - Through the first quarter (October-December) we have served 325 additional meals than last year at this time..
- Other Services
 - Dining out increased by 38%
 - Homemaker Program: 336 service units were provided for December. That is up 38% when compared to December of 2015.
 - Guardian Medical Monitoring. We have 28 clients but the budget is set to pay for 30 clients a month.
 - Benzie Bus: 121 bus passes were given to clients
 - Information and assistance: there were 884 calls in December 2016.
 - Foot Clinic: 19 people were seen in December.
 - Estate Planning: 3 clients were seen in December.
 - Senior Dental Program: 3 clients received dental care in December.
 - The Gathering Place-Activities are up 34% when compared to December 2014 and 13% in December 2015. 497 people participated in the 15 core activities.

C. Senior Center Coordinator's Report for January

- We celebrated National Law Enforcement day and invited our local law enforcement agencies to stop by for lunch. We had five of Benzie County Sheriff's Department officers join us.
- We received gift cards to the Roadhouse Grill to share with our seniors, and we have been raffling these off. Each day we hand out tickets and call out the winner at about 12:30.
- Benzie Bucks auction was a huge success.

D. County Commissioner update: Frank Walterhouse

- *Frank gave County Commissioners Meeting schedule to the board and a list of the 2017 Elected County Commissioners.
- * There was some discussion as to the Maples and the problems with opening.
- * Scott had some pointed questions for Frank related to the problems with opening and when the county and subcommittee will finally get the facility open. Scott offered to help, but stated a long term waiver is typically not a viable option.

E. Fundraising/ Marketing

1. Fundraising

Ned Edwards presented a review of fundraising.

The card sent out was wonderful. We have received 200 responses back with a total of \$37,401.00. This is down when compared to the combined contributions from both agencies last year, however, it should be noted that a large majority of our donors have continued with us this year. It cost us about \$500.00 to produce and send out the cards

Other projects planned:

1. Locomotion/ Walk a Thon August 5th Carol Stack will help with advice on this
2. March for Meals
3. Newsletter

2. Marketing Report

Nancy M. Call

1. Brand Tonic continues and it is so exciting. They will be presenting to the Board at our 2/16/2017 meeting.

Action Items

A. Board Resolution regarding BACN

1. A handout with the resolution was given to the board. A motion to approve the resolution was made by Barbara and seconded by Denise. Roll Call: Ann Dawe yes, Ron Dykstra, yes, Beverly Holbrook, yes, Ned Edwards, yes, Rosemary Russell, yes, Denise Favreau, yes, Donna Malecki, yes, Barbara Johnson yes, Kate Withington-Edwards, yes, Nancy Mullen Call yes, Scott Harrison (on the phone), yes. The Motion was approved and the resolution was approved.

B. Combined Checking Accounts

1. Sabra presented to the board to combine the checking accounts from BCCOA and BHHS, into one account for BSR. A motion to approve a combined checking account was made by Ned and seconded by Nancy. Roll Call: Ann Dawe yes, Ron Dykstra, yes, Beverly Holbrook, yes, Ned Edwards, yes, Rosemary Russell, yes, Denise Favreau, yes, Donna Malecki, yes, Barbara Johnson yes,, Kate Withington-Edwards, yes, Nancy Mullen Call yes, Scott Harrison (on the phone),yes. The Motion was approved and the resolution to combine the two separate checking accounts into one checking account was approved and carried

New Business

- A. 2017 Benzie county Board of Commissioners Meetings schedule was given to the board and a list of the 2017 elected county officials.
- B. Friendly Visitors Volunteer Program BSR and Centra Wellness received a grant of \$6,600.00 to start the friendly visitor program. The Goal is to have 4 or 5 volunteers and up to 10 clients have visits in their homes.
- C. Review of Results of 2016 HDM client survey. Doug presented that a total of 106 surveys were sent out and 66 were returned.

Results:

- 1. 85% are over 70 years old, with the largest group being 80-89 years old and 1/5 of HDM clients are over 90.
- 2. 65% struggle financially and are food insecure without HDM program
- 3. 58% have been on the program over a year
- 4. 85% are receiving 2-3 meals a day from the program
- 5. 50% wait 2-3 hours before consuming their meals (due to the times delivered)
- 6. 25% HDM clients have problems chewing their meat due to loose fitting dentures or teeth
- 7. 90% reported the visits from the program provide peace of mind allowing them to stay in their homes along with the feeling of security and having healthier foods options.

Old Business

- A. 2017 Benchmarks

A copy of the benchmarks was provided to the board by Doug.

ROUND TABLE DISCUSSION

- 1. There was some round table discussion with Bev, Doug and Frank Walterhouse regarding how to form a Friends of Benzie Senior Resources, when the deadline is for getting on the ballot and how to proceed from here. Bev is contacting the County for further information.

2. Beverly shared a gracious thank you card for a HDM client
3. Scott shared some statements of enthusiasm for what we do at BSR.

ADJOURNMENT

A Motion to adjourn the meeting made by Denise and seconded by Ned. The meeting was adjourned at 6:10 pm.

Respectfully Submitted,
Rosemary Russell, RNC, DONA, LTC

Next Meeting
Wednesday, February 16, 2017
The Gathering Place
Honor, Michigan 49640