

BENZIE COUNTY COUNCIL ON AGING, INC. Page 1 of 3
BOARD OF DIRECTORS MEETING
August 17, 2016

Chair Beverly Holbrook called the meeting to order at 4:35pm. Prayer of invocation was given by Bob, and the Pledge of Allegiance was said by all.

Roll Call: Present: Beverly Holbrook, Rosemary Russell, Jane Elzerman, Ann Dawe, Bob McQuilken Denise Favreau (came in late), Donna Malecki and Ron Dykstra, Sylvia Bennett and Niel Haugen, are absent and excused. Also present are Sabra Boyle, Douglas Durand, Julie Herrick, and Mary Dykstra from Benzie Home Care.

Agenda

- Additions
 - Under Action items add, B. Agreement of merger and, C. Board Resolution Grant
 - Under New Business add B. Benzie Senior Resources (BSR) bylaws
- Motion to approve the agenda with additions was made by Rosemary and seconded by Bob. All ayes being heard, the motion to approve the updated agenda was made.

Minutes

- A motion to approve the minutes of the previous meeting, with no corrections was made by Donna and Supported by Rosemary. All ayes being heard, the motion was carried to approve the previous minutes.

Finance Committee:

Doug reviewed the financial report. We are at 83% of our budget. Expenses were down by 13% and we ended our month with a deficit of \$7,567 that was anticipated there were justifications for the expenses over budget in the report. Overall we ended July 2016 with a surplus of \$6,467 due to our revenues being up by 1.7% for home delivered meals. Our Restrictive fund Balance as of July 31, 2016, is \$24,479. Looking ahead to next month we will have some increases in employee expenses d/t BCCOA paying for Health Insurance benefits, LT & ST disability and Life insurance for our New RN supervisor, Emily Rice. BHHC will reimburse for her salary, but we will provide her benefits pending the merger. A motion to accept the financial report was made by Donna and Seconded by Bob. All Ayes. Motion carried.

Public Input:

- There were no comment in the box.
 - Response from Doug related to last month's comment regarding the floor, Doug has the cleaning scheduled for September as it takes 3 days to complete the floor cleaning.
- There were no other comments from the public.

Information Items

A. Directors Report: July-August 2016

A copy was submitted to the board and Doug reviewed the highlights.

Meals on wheels survey questions are being designed with Region 10. Doug is taking a lead role with this along with 4 other nutritional providers. Our current senior HDM surveys are starting to trickle in.

- We are working on gradual switch in meals that takes personal diets into consideration, making our meal planning more person centered.
- BCCOA and Benzie Area Christian Neighbors are working together to attempt to provide a 2 x a month health food box to high risk home bound seniors.
- With impending demise of BCBS Legacy plans, seniors are being directed to our MMAPS counselors for unbiased options.
- Mary Dykstra and Doug attended a Rotary Charities info setting on grant writing training.
- Kudos to the Locomotion Team.

B. Program Report July

- Nutritional Programs
 - Home Delivered Meals are up 35% from 2014 and 119% from 2015.
 - Congregate Meals up 11% from 2014 and 8% when compared to 2015.
 - Dining out is up 43% from 2014 and 21% from 2015.
- Homemaker Program decreased by 2% from last month.
- MMAPS 8 persons were seen
- Guardian Medical 25 clients are on this service at no charge. 5 are on a waiting list.
- Benzie Bus-106 passes were given
- Lawn Chore- we provided 114 mows in July and have an additional 10 clients when compared to 2015. So far we are up 131% as compared to 2014 and up by 10% from last year.
- 638 calls were handled this month for information related to services and information for older adults.
- Hearing Clinic 4 people had hearing evaluations at no charge.
- The Gathering Place has had a 35% increase over the same time as last year.
- Estate Planning -5 individuals received consultation.
- Emergency Senior Essential Needs Funds: Two individuals were provided financial assistance for cleaning and dental care.

C. Senior Center Coordinator's Report for July 2016

- WE ARE BUSY!! July 2016 has seen a 29% increase in participation when compared to 2015.
- All of our regular happenings continue
- We have a new Senior Coho King and Queen. **Congratulations to John and Connie Ryan!!**
- We are having a Woodstock day, August 15th, National Senior Citizen Day August 19, and we are dining out on August 26 at the Light House Cafe in Elberta. August 29 will be our second oral health dental care presentation.

D. County Commissioner Not in attendance this month.

Action Items/New Business

A. BSR bylaws

Bylaws were reviewed with our attorney via telephone. Several changes were made to the bylaws. An updated copy of the bylaws with the necessary corrections will be forwarded to

Mary Dykstra and Douglas Durand. As changes were minor and reviewed a final time, a motion to accept the Benzie Senior Resources bylaws with the necessary changes was made by Donna and Seconded by Denise. Roll call was taken and the board unanimously voted to accept these bylaws with the corrections.

B. Agreement

A letter of agreement was signed by Beverly and Rosemary and will be given to BHHC for signatures necessary. According to our attorney, the dates of signature do not have to be the same for both BCCOA and BHHC. Congratulations to BHHC and BCCOA.

C. Board Resolution Grant

Mary Dykstra is heading up a grant with Rotary Charities. It is for technology and staff development and education. A motion to accept the Board Resolution Grant was made by Denise and seconded by Rosemary. All Ayes. Motion carried.

Old Business

A. Review BCCOA participation at Benzie showcase. According to Beverly, participation slow and it was very hot. We may need to look at what we need to do for next year.

B. Locomotion Fund Raiser, Donations are up so far. Kudos to participants.

C. Fund Development committee Ron presented.

- September 28th. Donner Dinner
- Donations are up from last year.
- Memphis trip only has about 10 persons signed up so we may need to find another organization to help.

D. Merger Update- We have talked of this throughout the meeting.

E. Coho Festival New King and Queen! We will be part of the parade with Our King and Queen in a convertible from Watson.

ROUND TABLE DISCUSSION

All Quiet the generalized consensus is, "we are all legaled out."

ADJOURNMENT

A Motion to adjourn the meeting made by Beverly and seconded by Rosemary. The meeting was adjourned at 6:15pm.

Respectfully Submitted,

Rosemary Russell, RNCDONALTC
Secretary BCCOA

Next Meeting will be our 1st Combined Board Meeting and
Our 1st Annual Meeting
Wednesday, September 21, 2016 at 4:00pm
The Gathering Place
Honor, Michigan 49640