

Benzie Senior Resources
Board of Directors Meeting
November 15, 2017

Called to order by Beverly 4:35pm

Prayer of invocation was given by Ron

Pledge of Allegiance was said by all.

Roll Call

Present: Beverly Holbrook, Anne Dawe, Jane Elzerman, Donna Malecki, Denise Favreau, Rosemary Russell, Scott Harrison Ron Dykstra, Nancy Mullen Call.

Absent and Excused: Ned Edwards and Barbara Johnson. Also present is Douglas Durand, Sabra Boyle, and Frank Walterhouse.

Approval of Agenda

A motion to approve the agenda with additions was made by Denise and seconded by Rosemary. All ayes being heard the motion was carried and the agenda with additions was approved.

Approval of Minutes

Approval of minutes a motion to approve the previous minutes was made by Scott and seconded by Denise. All ayes being heard the minutes were accepted and approved.

Suggestion Box: The box was checked by Rosemary and was empty.

Public Input: No public present.

Finance Committee Report: Jane and Doug gave an update from the finance committee meeting.

- Revenues are down 26%, this is due to our October check from the county not being sent secondary to budgetary not being final. The county budget is now final and this will be resolved and finances will be forthcoming. Billings are also down due to having the system billing for the entire month instead of partial payments.
- Expenses are also down by 27%. The decrease in expenses was mostly related to ETO and fringe benefits.

A motion to approve the BSR financial statements for October was made by Scott and seconded by Donna.

Information Items

- A. Directors report. The October/ November 2017 executive director's report was submitted to the board and highlights were reviewed by Douglas Durand. Other highlights not listed include: 110 people are signed up as of today for snow removal. This number will increase as the season gets closer. We have 9 contractors for snow removal.
- B. Programs Report. The Report of October was submitted to the board and Doug outlined highlights including Congregate meals are up 20%, Homemaker programs are up 17%, In home services up 46%, Dining out increased by 39%, Benzie bus punch cards are up 13%, Information assistance is up 10%, and all other services are seeing increases as well.
- C. Senior Center Update. A report was submitted to the board and some highlights include: Gathering place senior center has a 70% increase in participation when compared to the same time as last year.
- D. Board of Commissioner's report: Report given by Frank Walterhouse, County Commissioner.
 - a. Homestead Township, Black top project continues
 - b. Honor Village The buds car wash and gas station has been put off until April. Honor will also be having a Christmas/ Holiday Tree December 2nd with a program.
 - c. County budget on track, meetings are going good.

Action Items

- A. A motion for Board Resolution for Doug to work on community chest grant that is due December 31 this is for 10,000. Roll call Ron Yes, Jane Yes, Donna Yes, Rosemary Yes, Beverly Yes, Nancy Yes, Ann Yes, Denise Yes, Scott Yes. Motion was approved.
- B. A motion was requested by Donna and seconded by Scott with response to the recommendation from the finance committee to move the complete funds from Account number 007 CSB Checking (the old Benzie Home Health Checking Account) and placed it into to an Interest Bearing Money Market Account. Roll Call: Ron Yes; Jane Yes; Donna Yes; Rosemary Yes; Beverly Yes; Nancy Yes; Ann Yes; Denise Yes; Scott Yes, The motion was approved by roll call.
- C. A motion was requested by Nancy and seconded by Denise in response to the recommendation from the finance committee to take the 008 Savings Account-Alice Hollenbeck and move that into the new Interest Bearing Money Market Checking Account. Roll call Ron Yes; Jane Yes; Donna Yes; Rosemary Yes; Beverly Yes; Nancy Yes; Ann Yes; Denise Yes; Scott Yes. The motion was approved by roll call.

New Business

- A. BSR contract with Benzie County Commission on Aging. The contract has been extended.
- B. Annual Meeting Date is changed to December 13, 2017.
- C. Board of Directors Potluck Christmas party to follow the annual meeting. Doug has a list of Board Members and what they are bringing.

Old Business

- A. Fundraising Marketing committee.
 - Appeal letter went out
 - Christmas Card is being finalized.
- B. MERS
 - Meeting on November 30th still looking at options available.
- C. Holiday Bag Program. Board of Directors and Staff will be asking for donations on November 29th at Shop and save and Honor Markets. Nancy has a list going of shifts two hour blocks for these events. There are several area churches involved again this year to assist with this program..
- D. West Shore Christmas Open house
 - Cookies are needed. Board Members signed up to donate cookies.

Public Comment: No public in attendance.

Round Table

1. Ron wanted to have everyone look at Platte river school for consideration for a senior center.
2. Community centers There was discussion as to what the future holds for BSR to do outreach programming at our local existing and or planned centers.

Adjourned

Meeting was adjourned at 5:33pm

Next Meeting is scheduled

Board of Directors Annual Meeting Wednesday December 13, 2017 at 4:30pm

Respectfully Submitted,

Rosemary Russell, RNC CDONA, LTC
BSR Secretary