

BENZIE SENIOR RESOURCES

BOARD OF DIRECTORS MEETING

September 20, 2017

Chair Beverly Holbrook called the meeting to order at 4:34 p.m. Ron Dykstra gave the Prayer of Invocation, and the Pledge of Allegiance was said by all.

ROLL CALL: Beverly Holbrook, Ned Edwards, Ann Dawe, Ron Dykstra, Jane Elzerman, Donna Malecki, Barbara Johnson, Kate Withington-Edwards and Denise Favreau. Absent and excused, Rosemary Russell, Scott Harrison and Nancy Mullen Call.

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

AGENDA: Amendments to agenda- under New Business D. West Michigan Bank Open House; and under Old Business, 4. Holly Berry. Motion by Barbara, supported by Donna to approve the agenda as amended. All ayes, motion carried.

MINUTES: A motion by Ned, supported by Donna to approve the minutes of August 16, 2017 meeting. All ayes, motion carried.

PUBLIC INPUT: No public input. Sabra checked the suggestion box-empty.

FINANCE COMMITTEE REPORT: Jane gave highlights and passed any questions on to Doug. Doug reports a deficit of \$31,448. Some of the expenses that came in over budget were: salary & wages, payroll tax expense, supplies, computer, food, travel/mileage/gas, utilities, depreciation and HDM vehicle maintenance and gas as well as an increase in service hours. Motion by Denise, supported by Ned to approve the financial report as presented. All ayes, motion carried.

INFORMATION ITEMS:

- A. Directors Report:** Doug presented his report to the board. He reports that Monday, Sept. 18th, Annual Nutritional Specialists reports no negative comments and that we have an excellent system in place. Also Fall Cleanup is Oct 1-Nov 15; and a Letter of interest for Snow Removal is in the Benzie County Record Patriot for 9/20. We need at least three more people. We currently have four.
- B. Program Report:** Report was presented. Most all services remain up, but the biggest increase in the programs was HDM; 5,262 meals were provided to 160 clients. This is the highest amount of meals ever delivered! Congregate meals showed a decrease of 5% compared to Aug. 2016. But this August was the highest number of meals served for FY 2017.
- C. Senior Center Update:** Report was given. Bev reminded everyone about the Antique Appraisal scheduled for Saturday, Sept. 30th at TGP, 9 a.m. to 4 p.m.
- D. Board of Commissioners Report:** Frank Walterhouse reports an agreement was reached with Homestead Township to move the Recycling bins next to the Fire Hall. Also Honor High School Class of 1962 held a reunion on 9/14 and all Honor class Open house on 9/16. Also 911 received a grant for \$640,000 to purchase new radios. The old ones will be replaced the first part of 2018.

ACTION ITEMS:

- A. Approve Fiscal Year 2018 Budget-**Motion by Donna, supported by Denise to approve the Fiscal Year Budget for 2018. Roll call vote: All ayes-Beverly Holbrook, Ned Edwards, Jane Elzerman, Ann Dawe, Ron Dykstra, Donna Malecki, Barbara

Johnson, Kate Withington-Edwards and Denise Favreau. Opposed-None. Absent- Scott Harrison, Nancy Mullen Call and Rosemary Russell. All ayes, motion carried.

NEW BUSINESS:

- A. Future Strategic Planning Sessions-** Doug stated that he feels we need start working on a 5 yr. plan for our agency. After much discussion, a motion by Ned, supported by Donna to authorize Doug to set up a Senior Needs Assessment to be followed by a Strategic Planning within this fiscal year. All ayes, motion carried.
- B. Annual meeting per By-Laws-** motion by Denise, supported by Ned to move our December 2017 meeting from Dec. 20th to Dec. 13th . Our annual meeting will be held at this time. All ayes, motion carried.
- C. Benzie Bus Advisory Committee Appointee-** Benzie Bus meeting are held the Second Friday of every Quarter, from 12-1 p.m. Lunch is provided. Board members were asked to consider this appointment.
- D. West Shore Bank Open House-** Being held Dec. 8th, 9 a.m to 5 p.m. at West Shore Bank in Frankfort. BSR is participating. Kate Withington-Edwards is in charge of organizing our participation.

OLD BUSINESS:

- A. Fundraising/Marketing Committee Update-** Ned reports that the draft of the fundraising letter and Christmas card was presented and will be finalized Oct. 2nd. Also the Walk-A-Thon revenue is over \$20,000 with more coming in!

- B. MERS Update-** Attorney Chris Cook turned over account questions regarding taking over and funding our own program, to Lawrence Avery, of Advanced Financial Services. The MERS BOD's has the final say.
- C. Holiday Christmas Bag Program-** Doug will send out letters to participating churches. He would also like to pick a Saturday to go to area grocery stores and pass out lists of items we need for our bags. Some board members are checking with managers at the stores to see if this is a possibility.
- D. Holly Berry-**The consensus of the board for participating in the Holly Berry Art & Craft Fair is NO!

PUBLIC COMMENT: None

BOARD ROUND TABLE DISCUSSION/EVALUATION OF MEETING: There was some discussion regarding lack of space for our agency and some suggested solutions were discussed.

Adjourn: 6:02 p.m.

Respectfully Submitted,

Denise Favreau for Rosemary Russell

NEXT MEETING

Wednesday, October 18, 2017

4:30 p.m.

The Gathering Place Senior Center, Honor, MI 49640