

BENZIE COUNTY COUNCIL ON AGING, INC

BOARD OF DIRECTORS MEETING

March 19, 2014

4:30 pm

The meeting was called to order at 4:30 pm. Ron Dykstra gave the Prayer of Invocation. All members and guests said the Pledge of Allegiance. **Roll Call: Present:** Bev Holbrook, Ron Dykstra, Niel Haugen, Donna Malecki, Rosemary Russell, Jane Elzerman and Denise Favreau. Excused: Bob McQuilkin. **Also present:** Doug Durand, BCCOA Exec. Dir; Sabra Boyle, Exec. Assistant; Glen Rineer and Frank Walterhouse, BCBC; and guests. Motion by Rosemary, supported by Ron to approve the agenda. All ayes, motion carried. Motion by Donna, supported by Jane to approve the minutes of Feb. 19th meeting. All ayes, motion carried. Financial report was given by Jane. Motion by Denise, supported by Niel to approve the Financial Statements for Feb. 2014. All ayes, motion carried. Doug commented that the deadline to turn in outstanding snow plow vouchers is May 1, 2014. People who have purchased the outstanding vouchers will be reimbursed. Jane also reports that there are outstanding unpaid accounts for homemaker services in the amount of \$339.00. The Finance Committee suggests the unpaid homemaker services in the amount of \$339.00 be written off. Motion by Jane, supported by Donna to write off the unpaid homemaker services as uncollectable in the amount of \$339.00. Roll call vote: Ayes; All. Nays; None. Also a suggestion was made to adopt a 60 day policy for payment. After 60 days, no services will be provided, excluding HDM services. Doug and Sabra will do a rough draft of the suggested policy

Public input/suggestion box: Suggestion box was opened-it was empty.

1. Dorothy Mead, Honor-TGP is closed when the schools are closed due to bad weather. Board needs to look at the policy for closing TGP.
2. Steve Ingleston, -also suggests we look at the policy regarding closing due to bad weather. He also stated that it would be great to be open on Saturday, maybe adjust the meals so money isn't lost.
3. Frank Pelky-also suggests we look at the policy regarding closing due to bad weather.
4. Glen Rineer-do notifications through the media to announce TGP closing due to bad weather.
5. Linda Saffron-supports the idea of changing the closing policy.

Information Items:

- A. Director's Report-** Kevin Woods will be at our April meeting to present the Senior Assessment to the board. Doug also wrote a letter to the accountant regarding the comments the accountant made, but has not heard from him.
- B. Program/Services Report-** Activities are up 28%.
- C. Senior Center Update-** Laughter therapy was very successful. Dawn is selling candy bars to pay for a new TV for TGP. (the candy bars were on the tables)
- D. Board of Commissioner's Report (Glen Rineer)-** Dennis Rosnick approached the Commissioners regarding the "Question Mark Building" in downtown Honor, regarding safety issues, i.e. Asbestos, the danger of the building collapsing, etc. Glen also reports on Skilled Trades Training for adults and youth through the Regional Economical Dev. Committee. And also Rev. Thompson gave a NORML presentation regarding marijuana fines (asking for lesser fines).

Action Items

- A. Motion by Niel, supported by Rosemary to approve the Fiscal year 2014 Financial Audit. All ayes, motion carried.**

Old Business:

- A. Fund Development Committee Report-** Would like to be more visible in the County at Fairs, Festivals, etc. Have received high and low bids for the Web page. Would like some in between. Am checking with Benzie Central High School. Also looking at a marketing campaign for the agency.
- B. The Gathering Place Room Divider-** Have received a bid for a room divider. It's almost \$800.00 cheaper to buy direct from the company.

Public Comment- Linda Saffron has a quilt for Dawn to raffle to raise money for the agency/TGP.

New Business:

- A. Yearly Personnel Evaluation of Douglas Durand.** Closed session requested by employee per Open Meetings Act 15.268 Section a. Motion by Denise, supported by Jane to adjourn the regular meeting. All ayes, motion carried. Regular meeting adjourned at 5:35 pm.

Motion by Donna, supported by Rosemary to come out of closed session and continue regular meeting. All ayes, motion carried. Regular meeting resumed at 6:15 pm.

Board Roundtable Discussion/Evaluation Meeting. This was a great meeting. Lots of business covered.

There being no further business to discuss, motion by Donna, supported by Rosemary to adjourn the meeting. All ayes, motion carried. Meeting adjourned at 6:25 pm.

Respectfully submitted,

Denise Favreau

Secretary

NEXT MEETING

Wednesday, April 16, 2014

4:30 pm

The Gathering Place, Honor, MI