

BENZIE COUNTY COUNCIL ON AGING
Meeting Minutes, March 20, 2013
The Gathering Place
Honor, MI

Members Present: Beverly Holbrook, Bruce Andersen, Don McCash, Niel Haugen, Ron Dykstra, and Denise Strom. **Members excused:** Bob McQuilkin, Jane Elzerman, Donna Malecki and Rosemary Russell. **Also present:** Sabra Boyle, Exec. Assistant BCCOA; Michelle Thompson, Benzie County Treasurer; and senior guests Linda Saffron, Gladys Wilson, Harry Friend and Betty Cramer.

Beverly Holbrook called the meeting to order at 1:30 pm. Don McCash gave the Prayer of Invocation. All stated the Pledge of Allegiance. Roll call of the board was completed, with for members absent. Beverly asked for changes in the agenda. Added is approval of special meeting minutes 3/6; under Information Items (F) Committee Meetings; and under New Business (A) Ad Hoc Committee and (B) Additional Board Training. Motion by Ron, supported by Don to approve the agenda as amended. All ayes, motion carried unanimously. Motion by Niel, supported by Don to approve the minutes of 2/20 meeting and motion by Don, supported by Ron to approve the minutes of special meeting of 3/6. All ayes, motion carried unanimously.

Financial Committee Report- Denise reports that there are changes to the Financial Statements and Sabra Boyle will report. Sabra reports the contract with the County has been finalized; we received the balance of the payment for Jan, Feb, and March, which will be reflected in the second quarter statements for March 31st. Bruce asked Sabra to explain what “contractual” consists of. Sabra answered that contractual consists of Snow Removal, Homemaker services, Benzie Bus Passes, etc.

Public input/Suggestion Box: Senior guest Harry Friend commented that he has visited many Senior Centers around the area and said TGP was the best place to come. The Suggestion Box opened and was empty.

Information items:

- A. Directors Report-** The new Exec. Dir, Douglas Durand accepted the offer and will start 4/8. The Succession Planning Committee has set goals for 3 mos, 6 mos and 12 mos for him. The contract with the County has been finalized and signed. The back payment of the difference in the old and new contract has been paid, giving a total of \$83,843.83. (Jan, Feb and March). As of this report, 82 seniors have received assistance with income tax prep by the AARP volunteers. The schedule was completely filled and seniors were referred to BACN and Goodwill. We have lost the Country Kettle on our Dining Out program, but the new restaurant Wally's Place in Thompsonville has joined. The new COA receptionist and editor of the Scoop Newsletter, Danielle Fortine, is doing very well. She received a letter from a senior commending her for the professional look and new layout of the Scoop. We have had wonderful reports regarding the three Homemakers. The seniors are very happy with the services. The newsletter is

now on the BCCOA website. Due to the extra snowfall this year, seniors at 200% of poverty or less will be eligible for an additional three vouchers this year. As a result, there may be some changes made in the Lawn Care program for the summer as the two are budgeted together.

- B. Program Report-** Home Delivered Meals and Cong. Meals are from February, HDM up from last year and Cong. Meals are down. Food costs are down for both February and this time last year. Everything is running smoothly.
- C. Senior Center Update-** (3/19) TGP had 84 people for Corned Beef and Cabbage. (4/4) Jackie Hine our Tai Chi instructor will begin a PATH class. This is a 6wk class and is geared toward individuals who suffer with a long-term health problem. (4/9) Dawn will be doing a Power Point presentation to the Sunrise Rotary at Cold Creek Inn, 7:30 pm. Goals are: increase volunteerism, ask for donations for our volunteer appreciation dinner and increase awareness about our program. (4/12) Carla Parks, R.N., will be at TGP during lunch looking to recruit seniors in Benzie County to be "Senior Helpers". She will be chatting with people to let them know what this program is all about. (4/25) Volunteers Appreciation Dinner, time to be announced at a later date.
- D. Board of Commissioners Update-** Nothing to report.
- E. Board Training Report-** Ron Dykstra highlighted some areas of the NorthSky Board Training he attended 4/8. Some areas included: posting the mission statement on the wall, post minutes ASAP, and review of mission statement yearly.
- F. Committee meeting-** Beverly reminded members of the Policy/Procedures committee meeting being held on Thursday, April 11th. This committee meeting will be held over at the COA Admin. Building.

New Business:

- A. Ad Hoc Committee-** Beverly has asked for members to think about volunteering to form an Event Committee for a big fund raiser Kay has in mind that will generate much needed monies for our seniors.
- B. Additional Board Training-** (4/30) held at the NMC University Center.

Public Comment: None

There being no further business to discuss, motion by Don, supported by Niel to adjourn. Motion passed unanimously. Meeting adjourned at 2:04 pm.

Respectfully Submitted,

Denise Strom
Secretary/interim Treasurer

NEXT MEETING
Wednesday, April 17, 2013, 1:30 pm
The Gathering Place, Honor MI

