

BENZIE COUNTY COUNCIL ON AGING, INC.

BOARD OF DIRECTORS MEETING

July 16, 2014

The meeting was called to order at 4:35 p.m. Ron Dykstra gave the Prayer of Invocation. All members and guests said the Pledge of Allegiance. **Roll call: Present:** Bev Holbrook, Ron Dykstra, Denise Favreau, Jane Elzerman, Rosemary Russell, Niel Haugen, Bob McQuilkin and Donna Malecki. **Also present:** Doug Durand, Exec. Dir. BCCOA; Sabra Boyle, Exec. Assistant; and guests: Jeff Stockman, HDM/HM Coordinator; Frank Walterhouse and Glen Rineer, BCBC and Linda Saffron.

Additions to the agenda:

1. Under New Business-Moving Meet Jeff Stockman after Public Input/Suggestion Box & adding:
 - A. Michigan Ballot Proposal 1
 - B. Boy Scouts Service Badge Project
 - C. OSA Nutrient Analysis Guidelines for Nutrition Programs
 - D. Area Agency on Aging upcoming annual financial and review visits.
2. Under Old Business adding:
 - A. Board Discussion on Strategic Focus 2013-2015

Motion by Ron, supported by Denise to approve the agenda as amended. All ayes, motion carried. Motion by Donna, supported by Rosemary to approve the minutes of the meeting of June 18th. All ayes, motion carried. Motion by Denise, supported by Donna to approve the financial statements for June 2014. All ayes, motion carried.

Public Input/Suggestion Box-no public input, suggestion box empty.

Jeff Stockman is the HDM/HM Coordinator. Jeff reports that he has many tasks such as making sure he has the volunteer drivers together to cover the routes, doing both meals and homemaker assessments, and putting meals together. He said that assessments must be done within 2 weeks; and the meals can be started the day after an assessment has been done. Every six months the assessments are redone. Thursdays are the day for putting together frozen meals to get the client through the weekend; and at this time, he has started putting together breakfast bags, to give clients three meals a day, if needed. There are currently five. Thank you, Jeff, for the great work you and the drivers do!

Information items:

- A. Director's Report-**Doug stated not much more than was on his report. He will be interviewed on WTCM Radio at 3:15 pm, July 19th. He also reports that the server has been installed. Doug also reports that Derek Watson of Watson Benzie wants to give us a 2006 Chrysler Town and Country Van. This will be very helpful for our 4th HDM route. There has been \$2,800 raised so far in our "Van" campaign.
- B. Program/Services Report-June 2014-** Home Delivered Meals shows an increase of 6% from June 2013, YTD up by 1,848 meals. Congregate Meals shows we are up 632 meals compared to 2013. Dining Out Program shows an increase of 19% more vouchers were purchased in June 2014 vs May 2014. Homemaker program shows 320 service units provided to 70 clients in June 2014, showing an increase of 27% over May 2014. MMAPS-9 clients were provided services in June 2014. Guardian Medical Monitoring-21 clients received this no charge service in June 2014. Benzie Bus Passes-116 bus passes were given to clients in June 2014, for a total value of \$1,740. Fifteen customers came in to the Food Clinic. Currently there are 70 clients having their lawns cared for by our Lawn Chore Program for June 2014. We currently are sponsoring 4 Benzie County residents in the Senior Companion Program.
- C. Senior Center Updates-** Pancake Breakfast fundraiser for the Relay for Life Team (6/21). Our breakfast and "feet" have raised over \$500 so far! Benzie Bucks Auction (6/27); Jessica Lindsay's baby shower (6/20); 4th of July party (7/3). Red, white and blue was in full tow! Upcoming: Dining Out at A. Papano's in Beulah, (7/21); Art Park at Crystal Mountain, (7/23); Cliff Shelder in concert at TGP (7/28); Mystery Trip (7/17); Beach Bums (7/18); Pancakes, Eggs, Sausages for the "Build our Van" fundraiser, (7/19); Free Blood Pressure Clinic by the Maples staff, (7/31). Also reporting that the 2nd TV is here and Direct TV is hooking it up.
- D. Board of Commissioners Update-** Commissioner Glen Rineer gave his report.

Action items:

- A. Motion by Jane, supported by Donna to approve the Proposed Fiscal Year 2015 Budget. Roll call vote taken: Bev Holbrook, Aye; Ron Dykstra, Aye; Denise Favreau, Aye; Jane Elzerman, Aye; Bob McQuilkin, Aye; Donna Malecki, Aye; Niel Haugen, Aye; and Rosemary Russell, Aye. All ayes, motion carried. Great job Doug and Sabra! The narrative was awesome!**

New Business:

- A. Michigan Ballot Proposal 1-** Doug gave us information regarding the background and frequently asked questions: What is the proposal? How does this proposal protect local communities? How will this proposal affect small businesses? How is it funded?
- B. Boy Scout Service Badge Project-** Steps can be built for a HDM client, with the \$750 that has been raised for this badge project
- C. OSA Nutrient Analysis Guidelines for Nutrition Programs-Jan 1, 2015-** Area Agency on Aging will reimburse the cost of \$500 for the program to us.
- D. Area Agency on Aging upcoming annual financial and review visits-** July 24th, Darcia will come to look over all of our records. Michelle Cronin will do the audit on finances August 5th.

Old Business:

- A. Fund Development Committee Update-** Bev reports that \$210.51 was raised for the “Van” in a three hour period, at the Beulah Art Fair.
- B. Board Discussion on Strategic Focus for 2013-2015-** Affordable Senior Dental Care-56% of those participating in the Senior Needs Assessment stated that this was their number one need. There are still a few things we still need to accomplish; such as, recruiting of new board members, review policies annually and sign them, and continuing development of the database.

Public Comment: None

Board Roundtable Discussion/Evaluation of Meeting-Donna suggested doing meals for profit; for example for people coming from church. Doug and board members stated that we would be in competition with Papa J’s and Doug would have to staff the kitchen for this program.

There being nothing further to discuss, motion by Denise, supported by Jane to adjourn the meeting. All ayes, motion carried. Meeting adjourned at 6:18 p.m.

Respectfully submitted,

Denise Favreau, Secretary

NEXT MEETING

Wednesday, August 20, 2014

4:30 p.m.

The Gathering Place Senior Center, Honor, MI

DRAFT