

BENZIE COUNTY COUNCIL ON AGING, INC.

BOARD OF DIRECTORS MEETING

JANUARY 21, 2015

Chair Bev Holbrook called meeting to order at 4:30 p.m. Bob gave the Prayer of Invocation; the Pledge of Allegiance was said by all. Roll Call: Present: Bev Holbrook, Ron Dykstra, Jane Elzerman, Rosemary Russell, Bob McQuilkin, Donna Malecki, and Denise Favreau. Niel Haugen is excused. Also present: Doug Durand, BCCOA Exec. Dir.; Sabra Boyle, Exec. Assist.; Frank Walterhouse and Coury Carland, BCBC and guests: Dawn Schopieray, receptionist BCCOA; Linda Saffron and Blanche Blacklock. Items to add to the agenda under Action Items (C) Board members Commitment form; and under Old Business (B) Board member application. Motion by Ron, supported by Denise to approve the agenda as amended. All ayes, motion carried. Correction on minutes of meeting for Dec. 17th, under the first Public input correct spelling of Orville (not Orval) Parks' name. Motion by Rosemary, supported by Jane to approve the minutes as corrected. All ayes, motion carried. Motion by Denise, supported by Ron to approve the Financial Statements for Dec. 2014. All ayes, motion carried.

Public input: Linda Saffron suggested to Dawn a letter be sent to Senator re: Raffle. Also salt is needed for outside. It's pretty slippery out front. Suggestion box is empty.

Information items:

- A. Meet Dawn Schopieray-** Dawn is the receptionist for BCCOA. She works on the newsletter and sends letters out and makes phone calls to welcome new clients, will go for the MAPS training, in March, and is a Matter of Balance instructor. She is also the mother of four children.
- B. Directors Report-December 2014-** Doug's report was received. He added the planned conference call took place (1/22) with The Dental Task Force consisting of Crystal Clinics, Area Agency on Aging, Senior Helpers and the Benzie County Council on Aging; \$5,520 was raised due to the Year End Appeal; Doug is working with participating Dining Out Restaurants to set aside a day that a percentage of their proceeds go to our programs.
- C. Program/Services Report-December 2014-** Home Delivered Meals-Increase of 25% over Dec. 2013 and a 51% increase over Dec. 2012. (3,265 meals); Congregate Meals-an increase of 12% over Dec. 2013, and a 20% increase over Dec. 2012. (1,640 meals); Dining Out Program- total of 126 customers purchased 346 vouchers (increase of 9%, Nov. 2014, and 30% increase over Dec. 2013); Homemaker Program- 450 service units were provided to 92 clients; MMAPS-38.25 hours were provided to 26 clients. (increase of 60% over Dec. 2013); Guardian Medical Monitoring-25 Clients receive this service, currently have no waiting list; Benzie Bus Passes-136 bus passes were given, and

increase of 52% compared to Nov. 2014. (value of passes, \$2,040); Senior Companion Program-currently sponsoring 5 Benzie County Residents; the agency handled 461 calls regarding information/questions regarding services related to older adults; Senior Oral Health Program-we signed up four new clients; TGP offered a total of sixteen core activities that 372 people attended, top five: Bunco, Musical Programs, New Year's Eve Party, Bingo and Wii Yoga.

D. Board of Commissioners Update- Frank Walterhouse introduced Coury Carland, the new commissioner for Benzonia Township.

Action items:

- A. Approval of Employee Handbook-** Motion by Denise, supported by Donna to approve the Employee Handbook. Roll Call vote: Bev Holbrook, Jane Elzerman, Aye; Bob McQuilkin, Aye; Rosemary Russell, Aye; Donna Malecki, Aye; Denise Favreau, Aye. Ron Dykstra, abstain. Niel Haugen, excused. Majority Aye, motion carried.
- B. Approval of 2 Members to the Benzie Bus Advisory Committee per MDOT Rule-** Motion by Bob, supported by Rosemary to approve members Dorene Strang and Bruce Ogilive to the Benzie Bus Advisory Committee per MDOT Rule. All ayes, motion carried.
- C. Board member commitment form-** All members signed the board member commitment form as recommended by NorthSky. Each member signed one copy for BCCOA files and one copy for each to keep. All copies signed by Chair Bev Holbrook.

New Business:

- A. Attendance at the Benzie Showcase on February 14, 2015 (11am-3pm)-** Board member volunteers are: Bev, Bob, Ron, Rosemary and Denise

Old Business:

- A. Fund Development Committee Update:** Year End Appeal \$5,520. A new van has been purchased, would like a sound system for TGP, new curtains. Would like to serve appetizers thanking people for donations; would like to meet with NorthSky for short term/long term planning.
- B. Board member application-** there are no new applicants.

Public Comment: None

Board Roundtable Discussion/Evaluation of Meeting: Nothing to discuss

There being no further business to discuss, motion by Bob, supported by Denise to adjourn the meeting. All ayes, motion carried, meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Denise Favreau

Secretary

NEXT MEETING

Wednesday, February 18, 2015

4:30 p.m.

The Gathering Place Senior Center

DRAFT