

BENZIE COUNTY COUNCIL ON AGING, INC.

BOARD OF DIRECTORS MEETING

May 20, 2015

Chair Beverly Holbrook called the 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, Bob McQuilkin, Donna Malecki, Niel Haugen and Rosemary Russell. Excused: Denise Favreau. Also present: Doug Durand, BCCOA Exec. Dir. and Sabra Boyle, BCCOA Fiscal Manager, and Frank Walterhouse, Commissioner.

Motion by Ron, supported by Jane to approve the agenda with the rearrangement of Action Items before Information Items. All ayes, motion carried. Motion by Niel, supported by Rosemary to approve the minutes of 4/14 meeting. All ayes, motion carried. Motion by Jane, supported by Donna to approve the Financial Statements for April 2015. All ayes, motion carried.

**Public Input**-Suggestion Box-none

Linda Saffron would like to see new carafes for the coffee. Also asked about the raffle license. It has been sent back to Michigan with all the correct paperwork.

**Action Items:**

- A. Board members sign up for summer art fairs**-Doug presented a signup sheet for the fairs we would like to have representation at for the COA. We are asking everyone to participate this year.
- B. Board presence at the June 18, 2015 Business After Hours** – We will be hosting with Benzie Home Health at the Gathering Place from 5 to 7 pm. We will have pizza, bbq meatballs, veggie tray, cheese tray, fruit and cupcakes. We are getting wine and beer from Honor Family market and we will not be charging for this. We have a professional bartender.
- C. Board presence at the June 24, 2015 Donor Appreciation Dinner** – We'll have information on our programs on the TV's. No sales pitch, just a thanks and dinner. We had a great time at the Volunteer dinner and we had donations of \$2140 in sponsorships and just under \$1500 in door prizes. The total was \$3610. Many of those donors will be sent invitations.
- D. Approve Fiscal Year 2016 Budget and One-Time request for 2016 Senior Millage Fund Balance**-We are now following County budget schedule. We were told to present budget as to what we need for the COA to run. Have one extra payroll in that year. Everything is justified and is for services provided. Saving money by changing linen and dairy companies. Looking at ways to cut costs. Budget reflects the costs of rising

services. We still need to fund raise and have donations to continue business. Donna made motion to accept the 2016 Budget and one-time request for 2016 Senior Millage Fund Balance as written, supported by Neil. Roll call: Ron Dykstra, aye; Bob McQuilkin, aye; Jane Elserman, aye; Bev Holbrook, aye; Donna Malecki, aye; Niel Haugen, aye; Rosemary Russell, aye. Absent: Denise Favreau. All ayes, motion carried.

### Information Items:

**A. Director's Report-April/May 2015-** Doug's report was received, see attached.

Addition:

\*We now have 8 people going to Lansing on June 2 for Older Michiganian Day. We will meet with representatives from the House and Senate.

\*On Monday Doug went to a networking program put on by Rotary Charities, Northsky and Networks North. It was a 3 hour event and well attended by all the big non-profits in the area. Very diversified but found commonality in what we do. Doug believes collaboration is going to move our county forward.

\*There will be staff training in July and August on elder abuse and other topics at Grow Benzie.

\*The Michigan Shores bus trip was a success. There were 15 people that participated. Good partnership with more trips to be planned. Max was the driver and all enjoyed the trip.

Ron Dykstra left at 5:00 p.m.

**B. Program/Services Report-February & March 2015-** Congregate Meals served a total of 2,089 in April 2015, this is a .05% decrease compared to April, 2014. Home Delivered Meals, 3,038 meals were provided to 116 clients in April 2015, represents an increase of 10.6% compared to April 2014. Dining Out Program-a total of 146 customers purchased 445 vouchers, which is an increase of 4% compared to April 2014. Homemaker Program-304 service units were provided to 92 clients. This is an increase of 19 additional clients compared to April 2014. MMAPS-The volunteer counselors were off for the month of April. If a client had urgency, they were referred to the Area Agency on Aging of Northwest Michigan. Guardian Medical Monitoring-25 clients receive this no charge service and currently we have 8 on the waiting list. Benzie Bus passes-97 bus passes were given to clients. This shows a 64% decrease compared to April 2014. The

value of the bus passes for April 2015 was \$1,455. For YTD comparison, we are still 3.5% ahead of 2014. Senior Companion Program-Currently is sponsoring 5 Benzie County residents in the program. Information & Assistance-The agency handled 613 calls in March 2015 regarding information and assistance for services and questions related to older adults. Foot Care Clinic-had 16 individuals come in to the clinic in April 2015. Income Tax Assistance-after a struggle to get trained tax preparer's we have secured for the remaining few weeks assistance from Northwest Community Action Agency. In April 2015, 35 clients received 59 hours of service. The Gathering Place Senior Center-TGP offered fourteen core activities that 518 people attended, an increase of 44% compared to April 2014. The top 5 attended activities for April 2015, Bunco, Exercise Groups, Musical Programs, Bingo and Day Trips.

We have helped 32 people in the Dental Care program. Lawn Chore: have done a lot of spring clean up this year.

- C. **Senior Center Update-April & May 2015**- Dawn's report was received. See attached 2 page report. Very busy and fun filled days.
- D. **Board of Commissioners Update**- Frank Walterhouse informed us of the Benzie Bus Millage renewal and the Jail Millage renewal coming in the August 4 election. Also the ? Mark building is down and the land for sale. The old Bud's is owned by Schmuckel Oil and should be down in 30 to 60 days.

#### **New Business:**

- A. **Follow-up on the SWAT**: We have the notes from Pam and we still have 3 hours that we can have her come back to tighten up our plan. She has suggested we change the 3 year to a 5 year plan. Going to try for a July evening as the grant will be up in September.

#### **Old Business:**

- A. **Fund Development Committee Update**- The antique appraisal went well and we raised \$330. Would like to make this an annual event. There were many happy people. We are going to offer a trip to Branson in November for \$599 a person. We need to have at least 30 people sign up with a \$75 deposit by July 29.

#### **Public Comment: None**

**Board Roundtable Discussion/Evaluation of Meeting**: Had an earlier discussion on the STAMP program and the need for helping seniors with home repairs and odd jobs. Doug mentioned that someone needs to organize a group that would donate time to assist in this need. A one week program does not even touch the requests that come into the office for assistance.

We have two applications for board members. Discussed how we will handle. Bev will call them to get two references and office will do background checks. Jane made a motion to invite them to one of the meetings so they can see how and what we do, Niel supported, discussion was to have them come in at 4:00 for a meet and greet and they can stay for the meeting. The next month we can make our official decision and extend an invitation. Motion passed.

Donna made the motion to adjourn, supported by Jane. Adjourned at 5:55 p.m.

Respectfully submitted,

Beverly J. Holbrook, Acting Secretary

**NEXT MEETING**

**Wednesday, June 17, 2015**

**4:30 p.m.**

**The Gathering Place Senior Center**

**Honor, MI 49640**