

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING
February 21, 2018**

Chair Beverly Holbrook called the meeting to order at **4:32** pm. Prayer of invocation was given by Ned, and the Pledge of Allegiance was said by all.

Roll Call: Ann Dawe, Beverly Holbrook, Ned Edwards, Denise Favreau, Donna Malecki, Barbara Johnson, Scott Harrison, Jane Elzerman. Absent and excused are Ron Dykstra and Nancy Mullen Call. Rosemary Russell was late.

Also present are Sabra Boyle, Douglas Durand, Heidi Gustason AAA, and Roger Griner, County Commissioner.

Approval of Agenda

- Motion to approve the agenda with additions was made by Donna and seconded by Scott. Ayes being heard, the motion to approve the agenda was made.

Minutes

- A motion to approve the minutes of the previous meeting was made by Barbara and seconded by Donna. All ayes being heard, the motion was carried to approve the previous minutes.

Public Input-

1. Heidi from AAA, gave information regarding the 10 county senior needs assessment and helping the board get an idea of the types of questions or needs that the Region will be looking at. The needs assessments will help us drive our future programming. Doug also suggested that the county should assist financially in developing a senior needs assessment for Benzie County. This will also benefit the county as members of our community continue to age.
2. Key for the suggestion box will not open it Sabre is looking into replacing the lock...

Finance Committee

A statement of financial income and expense was submitted to the board by Jane, A motion to accept the finance committee report was made by Barbara and seconded by Scott all Ayes being heard the motion was carried. There was a motion to write off \$47.50 all ayes being heard, that motion was carried. Scott made comment that the budgetary audit went well and gave kudos for work that went into the preparation for the audit.

Information Items

A. Directors Report: January/ February 2018

1. A copy was submitted by Douglas Durand and received by the board.
2. Highlights include:

- a. Tax season is among us, two preparers 2 days a week in office. Drop off service for tax preparation new this year.
- b. Award of a grant for \$1,000.00 to provide outreach marketing for Medicare and Medicaid Assistance Programs.
- c. Last Friday 158 meals were delivered, this program just keeps growing.
- d. There is a mini waiting list for homemaker. Recruitment of home health aides continues.
- e. We have a new Nursing Director and a new LPN starting soon. Many years of experience come with these new staff and we are excited to have them.

B. Program Report for February 2018

1. Nutritional Programming
 - HDM (Home Delivered Meals) 4,096 meals were provided to 161 clients in January. This is an increase of 19% since FY' 2017.
2. Other Services
 - a. Dining out increased by 2%
 - b. Homemaker Program 374 service units were provided for January. That is up 18% when compared to January 2017.
 - c. Snow removal 152 clients and 428 plows in January 2018.
 - d. Guardian Medical Monitoring. We have 33 clients.
 - e. Benzie Bus 152 bus passes were given to clients
 - f. Information and assistance there were 1219 calls in January 2018.
 - g. Foot Clinic 42 people were seen in the clinic and another 10 in their homes.
 - h. The Gathering Place-Activities are up 29% when compared to the same period in FY 2017.

C. Senior Center Coordinator's Report for January 2018

1. Our activities are up by 29% when compared to the same time last year.
2. 15 core activities continue and are well attended.

D. County Commissioner update: Roger Griner

1. Frankfort will need to find a new recycling site
2. County Committees are doing well and there is a new process to streamline the committee meetings. Evan will chair this new committee.
3. Platte river school project, The County is looking at the potential for vocational training to be located within the school vs going all the way up to the tech center at TBAISD.
4. Kurt Vanderwall may be looking at running for the senate.

Action Items

- A. Approval of raising the suggestion donation from \$3.00 to \$4.00 dollars for Congregate Meal at TGP and Thompsonville.
Doug reviewed the reasons for increasing the suggested donation, the numbers of food costs has risen 25%. The rise in food costs is a direct causation from the hurricanes, fires and droughts that are occurring.
 1. Doug presented the board with an analysis of surrounding senior center meal sites and their suggested donation charges.

2. The board reviewed this and determined that all other locations in our area were not on level with the food service that BSR is providing to our seniors. Our buffet is beyond what all other local senior centers are doing. There are a couple of sites that were close to what is prepared and served at BSR, but those locations separated the costs out and charged more for the salad bar.

After reviewing several options including:

- i. No change in donation price, which means that other services would suffer, to offset the increased cost of food.
 - ii. Keep the meal the same \$3.00 but charge \$2.00 extra for the salad bar.
 - iii. Raise the suggested donation from \$3.00 to \$4.00.
3. A motion was made by Bev to increase the suggested donation from \$3.00 to \$4.00.
Roll Call: Ann Dawe yes, Beverly Holbrook yes, Ned Edwards yes, Rosemary Russell, yes, Denise Favreau yes, Donna Malecki yes, Barbara Johnson yes, Scott Harrison yes, Jane Elzerman yes. Absent and excused are Ron Dykstra and Nancy Mullen Call. The motion to raise the suggested donation from \$3.00 to \$4.00 was passed by roll call. This change will take effect 30 days after our seniors are notified.

B. Approval to sell the 15 passenger bus

1. Doug presented the board with a cost analysis for keeping the 15 passenger bus vs utilizing Benzie Bus. It was noted that it was more cost effective to sell the bus and utilize the Benzie Bus.
2. A motion was made by Ned and Seconded by Denise to sell the bus and use the Benzie bus when larger trips were needed. All ayes being heard, the motion to sell the 15-passenger bus and use the Benzie bus was passed.

C. Approval of fiscal year 2017 audit

- a. The finance committee made a recommendation to approve the audit of fiscal year 2017. Scott spoke with the auditor and the audit was clean and good. He gave Kudos for a job well done with preparation of this audit.
- b. A motion was made by Scott and Seconded by Barbara to approve the 2017 audit, Roll call Roll Call: Ann Dawe yes, Beverly Holbrook yes, Ned Edwards yes, Rosemary Russell, yes, Denise Favreau yes, Donna Malecki yes, Barbara Johnson yes, Scott Harrison yes, Jane Elzerman yes. Absent and excused are Ron Dykstra and Nancy Mullen Call. Motion was passed by roll call.

New Business

A. New committee for future needs

- a. Where to go from here?
- b. Rosemary, Bev, Denise and Donna would like to join.
- c. Barbara ask that we wait until after the needs assessment to look at what would be needed and then move forward

- d. Bev will follow up on this.

Old Business

1. Fundraising/ Marketing
 - a. Ned gave information from the last meeting including Bob McQuilkin is now the secretary
 - b. Yearend appeal donations to date is \$48,395.
 - c. Christmas card gained approx \$2,000.
 - d. Walk A Thon is gearing up
 - e. Garden Theater banner will be \$75.00 month
 - f. March for meals is being moved to May due to weather.

2. MERS UPDATE

John Hancock is working with us with solutions for retirement

 - i. new hires 401K Match/contribution
 - ii. MRS 457

3. Update on BOD Calling Donors
 - a. Is leaving a voicemail etiquette?
 - b. Board says yes
 - c. Calls are going well.

ROUND TABLE DISCUSSION

Bev noted that many members will not be available in March so the next meeting will be in April .If anything concerning comes up the executive team will meet and forward information to the rest of the board.

ADJOURNMENT

The meeting was adjourned at 5:59 pm.

Respectfully Submitted,
Rosemary Russell, RNC, DONA,LTC

Next Meeting
Wednesday, April 18, 2018
Benzie Senior Resources
The Gathering Place
Honor, Michigan 49640