

**BENZIE SENIOR RESOURCES  
BOARD OF DIRECTORS MEETING  
April 18,2018**

Chair Beverly Holbrook called the meeting to order at **4:31** 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,, Barbara Johnson,, Scott Harrison, Jane Elzerman, Ron Dykstra and Nancy Mullen Call. Rosemary Russell. Absent and excused are Donna Malecki. Also present are Sabra Boyle, Douglas Durand, Dawn Bousamra.

**Approval of Agenda**

- Motion to approve the agenda with additions was made by Denise and seconded by Ned 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 Ned and seconded by Scott All ayes being heard, the motion was carried to approve the previous minutes was carried.

**Public Input-**

1. Doug's key for the suggestion box will not open it either, Rosemary's would not work last month, so Sabre opened it using a screwdriver, it was empty.

**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 Ned and seconded by Barb all Ayes being heard the motion was carried.

**Information Items**

**A. Directors Report: March/April 2018**

1. A copy was submitted by Douglas Durand and received by the board.
2. Highlights include:
  - a. Awarded a \$10,000 grant for the senior essential needs.
  - b. A grant from Taste the Local Difference was given to us for \$2,500.00. David is using this grant to obtain a vegetable cutter, new mixer parts more for ground meats, new fruit slicer, and a new water cooler with a water bottle filling dispenser to save on plastic water bottles and a commercial infuser to encourage increased fluids in our senior population.
  - c. A \$3,000 grant from Delta foundation funds for dental vouchers will be available again this year.
  - d. Exciting news, Two new homemaker contractor have been hired, and Sherrie Moseler, RN who brings many years' experience will be starting on Monday, 4/23/18. Sherrie will working 3 days a week through Christmas or until we can get a full time LPN for home care.

- e. Our deficit was at \$32,000 largely due to 3 payroll runs from March.

## **B. Program Services report for March**

1. Nutritional programs
  - a. March was a record month for HDM.
  - a. The Nutritional Meals Programs through the 1st 6 months (October through March) are up 4,546 additional meals.
2. Other programs services when compared to 2016
  - a. Dining out up 46%
  - b. Homemaker up 34%
  - c. Benzie Bus up 26%
  - d. Information services up 33%
  - e. Snow removal largest recorded season due to the number of clients not the amount of snow.
  - f. MMAPS 22 recipients
  - g. Hearing 2 recipients
  - h. Estate planning 6 people
  - i. Foot care 48 people; 6 were at home
  - j. Income taxes 128 people had taxes prepared at no cost.
  - k. Dental needs 3 people
  - l. In home services were up as well

## **C. Senior Center Coordinator's Report for March and April 2018**

1. Dawn gave reports and reviewed for March/April the Gathering place continues to be a busy place with 17 core activities being attended very well. 721 cumulative individuals participated in March alone. .
2. She shared thank you cookies to the board in celebration of volunteer month.
3. The garden theater will hold a volunteer appreciation day on April 29th at 1:30 this is a meet and greet and also will be presenting the movie CoCo all volunteers are welcome to attend.

## **Action Items**

- A. New John Hancock Financial 401 retirement plan
  - a. A copy of the highlights were given to the board for review. Discussion among the board members as to the match of up to 3% and the vesting of new employees to be 3 years. Doug read the legal details of the Record of Action to the board thus allowing him to be in charge of oversight with this new retirement plan. A motion made to accept the record of action was made by Ned and seconded by Scott. .Roll Call: Roll Call: Ann Dawe yes, Beverly Holbrook yes, Ned Edwards yes, Rosemary Russell, yes, Denise Favreau yes, Barbara Johnson yes, Scott Harrison yes, Jane Elzerman yes. Ron Dykstra yes, and Nancy Mullen Call yes. Absent and excused are: Donna Malicki The motion to accept the record of action was passed by roll call, signed by Beverly and Rosemary and given back to Doug. This 401k retirement plan will take effect June 1st.
- B. Board Member sign up for Walk a Thon presentation was reviewed Nancy will give a presentation under New Business. Board Members Sign up for the Benzie chamber of commerce business expo that is on 4/21/2018.

- C. Executive Director annual evaluation and compensation discussion. Beverly make a suggestion to increase Doug's compensation 3% yearly for the next 3 years and to allow an extra 40 hours of vacation roll over for a total of 100 hours to roll over this year. Ned made a motion to allow the 3% annual increase for 3 years, and allow the extra 40 hours of vacation time to roll over thus bringing his vacation roll over to 100 hours. This motion was seconded by Scott. Roll Call: Ann Dawe yes, Beverly Holbrook yes, Ned Edwards yes, Rosemary Russell, yes, Denise Favreau yes, Barbara Johnson yes, Scott Harrison yes, Jane Elzerman yes. Ron Dykstra yes, and Nancy Mullen Call yes. Absent and excused are: Donna Malicki The motion to the increase in compensation and vacation was passed roll call
- D. Board of Commissioners update. No commissioners in attendance

### **New Business**

- A. Walk a Thon Powerpoint Nancy gave a fabulous presentation to the board asking that each board member go out the the community and give this presentation to local entities that they have connections to to increase participation with the walk a thon and subsequently increasing our donations for this fundraiser.
- B. New Board Member Application  
Board members reviewed Shirley's application many board members know her from the community. Scott stated he was in agreement with having her join the board prior to leaving at 5:32. Barb made a motion to accept her application and to consider her for the board, Rosemary seconded. Roll Call: Ann Dawe yes, Beverly Holbrook yes, Ned Edwards yes, Rosemary Russell, yes, Denise Favreau yes, Barbara Johnson yes, Scott Harrison yes, Jane Elzerman yes. Ron Dykstra yes, and Nancy Mullen Call yes. Absent and excused are: Donna Malicki. Motion was passed via roll call Beverly will invite her to the next board meeting.
- C. Ron Dykstra presented information to the board regarding new phone scams going around. He stated that he has been contacted three separate times for different scams the last time the person calling him stated he was his grandson and that he needed money to get out of jail. These scams are scary and our seniors are at increased risk.

### **Old Business**

- 1. Fundraising/ Marketing
  - a. Discussed above with topic of Walk a Thon and asking board members to sign up for presentations.
  - b. Walk a thon committee minutes were submitted to the board for review. Goal for this year is \$22,000.
- 2. MERS UPDATE  
Doug and the financial committee continue to work with attorney Chris Cook and MERS to come to a suitable resolution for our employees. They will keep the board abreast of the situation as it continues to unfold.

### **ROUND TABLE DISCUSSION**

No round table discussion.

### **ADJOURNMENT**

The meeting was adjourned at 5:54pm.

Respectfully Submitted,

Rosemary Russell, RN  
Board Secretary

Next Meeting  
Wednesday, May 16, 2018  
Benzie Senior Resources  
The Gathering Place  
Honor, Michigan 49640