

**BENZIE SENIOR RESOURCES
BOARD OF DIRECTORS MEETING**

May 15, 2019

Chair Beverly Holbrook called the meeting to order at 4:33 pm. Prayer of invocation was given by Al, and the Pledge of Allegiance was said by all.

Roll Call:

Nancy Mullen-Call, Anne Dawe, Ron Dykstra, Jane Elzerman, Beverly Holbrook, Ron Dykstra, Rosemary Russell, Al Amstutz, Barbara Johnson, and Deborah Rogers, Excused are Denise Favreau, and a resignation from Shirley Robert was accepted. Also present are Sabra Boyle, Douglas Durand, county commissioner Shery Taylor and public Mackenzie Russell

Approval of Agenda

- Motion to approve the agenda with additions was made by Rosemary and seconded by Jane all Ayes being heard, the motion to approve the agenda was moved.

Minutes

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

Public Input

- A. The suggestion box was empty
- B. No other public input.

Finance Committee

A statement of financial income and expense was submitted to the board. A review of the financials was given by Doug to the board members. A motion to accept the finance committee report was made by Nancy Mullen-Call and seconded by Jane Elzerman, all Ayes being heard the motion was carried.

Information Items

A. Directors Report: April- May 2019

A copy was submitted by Douglas Durand and received by the board. Doug gave some highlights of this report including the build a van project is at just under \$24,000. A large donation was made by Benzie County 100 women. the donation was at \$10,100. Thanks to the Women of Benzie County and to Nancy for putting our name in for this donation.

B. Program Services report for April 2019

A program services report was submitted and accepted by the board.

C. Senior Center Update report for May 2019 was submitted and accepted by the board.

We continue to be very busy with activities.

D. Board of Commissioners Update presented by Sherry Taylor

1. An audit of the county is occurring, there were some issues with time sheets not having signatures on them.
2. Mers issue with funding this program.
3. Memorial day Celebration at the park
4. broadband the county has 3 proposals to review.

Action Items

1. Executive Director ETO carry over.
 - a. Our executive director has accumulated 144.5 hours of ETO a motion was made to allow the executive director to carry over his unused ETO.
 - b. Roll call Nancy Mullen-Call, yes, Anne Dawe, yes, Ron Dykstra, yes, Jane Elzerman, Yes, Beverly Holbrook, Yes Rosemary Russell, Yes. Al Amstutz, Yes and Deborah Rogers. Yes The motion to allow the executive director to carry over his unused ETO was passed by unanimous vote of the board.
 - c. There was also a discussion with Doug to begin to take his time off so he doesn't burn out.
2. Approval of HDM vehicle purchase from submitted bids.
 - a. There was discussion regarding the best way to go about this; the board suggested that Doug be allowed to make a decision on which vehicle to purchase based on test driving of the vehicles. This way we know that the vehicle will meet the needs of BSR. Doug agreed to test drive the vehicles and make a decision along with input from Jeff as to which vehicle to purchase and to go ahead and purchase that vehicle.
 - b. A motion was made by Nancy and seconded by Ron to allow Doug to make the decision on which vehicle to purchase and to go ahead and purchase the vehicle. Roll call Nancy Mullen-Call, yes, Anne Dawe, yes, Ron Dykstra, yes, Jane Elzerman, Yes, Beverly Holbrook, Yes Rosemary Russell, Yes. Al Amstutz, Yes and Deborah Rogers. Yes The motion to allow the executive director to make a decision on which vehicle to purchase, and to purchase the vehicle for HDM was passed by unanimous board vote.
3. New walk a thon banner:
 - a. An estimate was given to the board for review to purchase a new double sided banner for the walk a thon.
 - b. After review of the estimate it was noted it was for a single sided banner only. Al will look at correcting the estimate and ensuring that we receive a double sided banner.
 - c. A motion was made by Rosemary and seconded by Ron to purchase a new double sided banner for the walk a thon. Roll Call Nancy Mullen-Call, yes, Anne Dawe, yes, Ron Dykstra, yes, Jane Elzerman, Yes, Beverly Holbrook, Yes Rosemary Russell, Yes. Al Amstutz, Yes and Deborah Rogers. Yes. The motion to purchase a double sided banner was passed by unanimous board vote.
4. CD discussion:
 - a. There is a CD for 13,000 that is mature. It was discussed on the best way to utilize this CD. The board discussed cashing the CD and putting it in a money market account. and allow it to gain some interest. The end goal with this money is to use it to assist in paying down our building debt.
 - b. Finance committee would like to have this money available to assist with the balloon payment on the building. They would like to use it as leverage in refinancing the building either before or when the balloon payment is due.
 - c. A motion was made by Jane to cash the CD and place the funds in a money market account. These funds will be set aside and utilized in the future with regards to the building loans.

- d. Roll call Nancy Mullen-Call, yes, Anne Dawe, yes, Ron Dykstra, yes, Jane Elzerman, Yes, Beverly Holbrook, Yes Rosemary Russell, Yes. Al Amstutz, Yes and Deborah Rogers. Yes The motion to allow the CD to be cashed and placed into a money market account for use at a later date with regard for the building loan. passed by unanimous board vote.

New Business

1. Board members to assist with walk a thon business sponsors.
 - a. This worked well last year and the board members agreed assist with this again this year.
 - b. Letter out then follow up calls from the board.
2. Renovations to the gathering place
 - a. Handrails in the bathrooms and
 - b. Storage unit for supplies
3. RFP proposal in Benzie county is 8th out of a 10 county area what we get will lock in for 3 years.

Old Business

- A. Fund development Ron gave information.
 1. Walk a Thon getting into full swing. Banner etc
 2. Nancy is working on our appeal letter for the fall.
- B. MERS Update: Doug has a meeting set up with Chris Cooke and the 6 staff members to talk about options to withdraw from Mers as they were not originally vested.

PUBLIC COMMENT

No public comments

ROUND TABLE DISCUSSION

No round table discussion.

ADJOURNMENT

The meeting was adjourned at 5:50pm.

Respectfully Submitted,

Rosemary Russell, RN,
Board Member

**Next Meeting Wednesday, June 19, 2019 4:30pm
Benzie Senior Resources The Gathering Place.**

DRAFT