**BENZIE SENIOR RESOURCES**

**BOARD OF DIRECTORS**

**MEETING MINUTES**

**NOVEMBER 20, 2019**

Chair Beverly Holbrook called the meeting to order at 4:28 p.m. Prayer of Invocation was said by Ron; Pledge of Allegiance was said by all members and guests. Roll Call: Beverly Holbrook, Ron Dykstra, Jane Elzerman, Denise Favreau, Nancy Mullen-Call, Deborah Rogers, Al Amstrutz and Leo Hughes. Absent: Rosemary Russell. Also present: Doug Durand, Sabra Boyle, Commissioner Sherry Taylor and Michelle Cronin from Area Agency on Aging.

**Approval of the November 20, 2019 Agenda:** Motion by Nancy, supported by Jane to approve the Agenda. All ayes: MOTION CARRIED

**Approval of Minutes from the previous meeting-October 16, 2019:** There was a correction to the minutes under Finance Committee Report Approval-Excused: Bev Holbrook and Deborah Russell, should have read Excused: Bev Holbrook and Deborah Rogers. Motion by Al, supported by Nancy to approve the minutes as corrected. All ayes: MOTION CARRIED

**Suggestion box:** Empty

**Public input:** None

**Finance Committee Report-Approval of BSR Financial Statements for October 2019**: Doug reports revenues were up by 12% or $18,177. We received the yearly Herbert H & Barbara C. Dow Foundation grant. Expenses were declined by 41% or $59,032. This decline was related to the adjustments to end of year entries from FY 2019 in the paid time off (PTO) liability ($37,654.28) and salaries/wages. So overall, we ended with a surplus of $85,440. Motion by Denise, supported by Deborah to approve the Financial Statements for October 2019. All ayes: MOTION CARRIED

**Information items:**

1. **Directors Report-October 2019/November 2019**: We are participating in Subaru of America’s and Meals on Wheels America “Share The Love Event”, Saturday, November 23rd at Serra Subaru of Traverse City dealership, to stuff the MOW Subaru with supplies for our Holiday Christmas Bag Program, from 10am-3pm. Financial Audit was completed for FY 2019. Good clean audit! Doug reports he has submitted a grant to the GT Band of Ottawa and Chippewa Indians 2% Allocation Grant to purchase an HDM route vehicle to replace a 14-year old van with 141,000 miles.
2. **Program/Services Report-October 2019**: Home Delivered Meals-4,814 meals were provided to 143 clients, an increase of 12.2% compared to Sept. 2019. Congregate Meals-TGP served 1,961 meals and increase of 8.2% compared to Sept. 2019. Dining Out Program-159 customers purchased 475 vouchers. Homemaker Program-372 service units were provided to 124 clients, an increase of 29.2% compared to Oct. 2018. Lawn Chore-32 mows were provided. Fall clean-up was initiated in Oct. Guardian Medical Monitoring-Thirty-three clients receive this service at no cost to them; eleven clients are on the waiting list. Benzie Bus Punch Cards-138 bus passes were issued, representing 1,656 rides; a decrease of 3% compared to Sept. 2019. Information & Assistance-1,073 calls regarding information and assistance services and questions relating to older adults, an increase of 35.5% compared to Sept. 2019. Much of the increase is related to questions regarding Medicare during the open enrollment and upcoming snow removal season. MMAPS-31 people were helped with Medicare/Medicaid needs. Estate Planning-Two individuals were provided estate-planning counseling. Senior Companion Program-Seven clients are benefiting from this program. Food care-43 clients were provided foot care at the clinic and two were seen in their homes. Benzie Senior Dental Program-One individual received financial assistance for dental care. Emergency Senior Essential Needs Fund-Two clients received financial assistance for purchase of firewood and replacement parts for medical device. The Gathering Place Senior Center-TGP offered 18 core activities and three special events that 737-cumulative number of individuals participated in. The top attended activities were: Music Programs; Card Games/Board Games/Crafts; Health, Wellness and Educational; Fitness & Exercise Groups and Day Trips. Thirty-five people received annual flu shots during the Flu Shot Clinic. Attendance increased 7.8% compared to September 2019. In-Home Services-The number of in-home service clients increased by 7.8% compared to Sept. 2019. Total number of service care hours is down by 9% but the total number of in-home care visits is up 16.3% compared to Sept. 2019. We currently have 97 in-home service clients. This is the most since the merge.
3. **Senior Center Update-October/November 2019**: Dawn’s report was presented to the board. Busy as usual!
4. **Board of Commissioners Update**: Commissioner Taylor reports that the Space Needs Report for the Government Center is in the works.

**Action Items**:

1. Possible new date for the December Board of Directors Meeting: Motion by Deborah, supported by Jane to omit the December 2019 meeting and potluck and hold it on January 15, 2020. All ayes: MOTION CARRIED.

**New Business**:

1. Fiscal Year Financial Audit for Review: Doug shared the Financial Audit with the board members and reports a clean audit with no discrepancies.

**Old Business**:

1. 2020 Board Member Committee Selections: There are still some spots to fill on the Committees.
2. Fund Development Update: The Dec. 2nd meeting will be cancelled. The next meeting will be in January 2020. The Christmas Card will go out Dec. 2nd. Envelops will only be put in with those who haven’t donated in Sept. The Jamie Gray Group Golf Outing Fundraising Event is June 26, 2020 at Crystal Lake Golf.

**Public Comment**: None

There being no further business to discuss, the meeting adjourned at 5:35 p.m.

Respectfully submitted,

Denise Favreau, BOD Secretary

**NEXT MEETING**

**\*January 15, 2020 @ 4:30 pm \***

**The Gathering Place Senior Center**

**Honor, MI 49640**

**\*Please not there will not be a meeting for December 2019.**