

## **BENZIE SENIOR RESOURCES**

### **BOARD OF DIRECTORS**

#### **MEETING MINUTES**

**SEPTEMBER 18, 2019**

Chair Beverly Holbrook called the meeting to order at 4:35 p.m. Prayer of invocation was said by Al Amstutz. Pledge of Allegiance was said by all members and guests. Roll Call: Beverly Holbrook, Nancy Mullen-Call, Deborah Rogers, (left early, 5:25 p.m.) Al Amstrutz, Jane Elzerman, Barbara Johnson and Denise Favreau. Excused: Leo Hughes and Rosemary Russell. Absent: Ron Dykstra. Also, present: Doug Durand, Sabra Boyle and Commissioner Sherry Taylor. Deborah Rogers announced that she will be gone for the October 16<sup>th</sup> meeting.

**Approval of the September 18, 2019 Agenda:** Added under New Business (4) Resignation. Motion by Nancy, supported by Jane to approve the agenda as amended. MOTION CARRIED.

**Approval of Minutes from the August 21, 2019 meeting:** A correction was made under Dining Out program-should read "215 customers purchased 589 vouchers in July 2019. Motion by Nancy, supported by Al to approve the minutes from August 21<sup>st</sup> as corrected. MOTION CARRIED.

**Suggestion Box Contents:** Empty

**Public Input:** None

**Finance Committee Report-Approval of BSR Financial Statement for August 2019:** Doug reports that August 2019 ended with a deficit of \$29,470; revenues were up by 2.1% or \$3,432; expenses were up by 0.5% or \$945 due to Accounting fees, salary/wages, events, computer expense, fringe benefits, postage, food, volunteer expense, travel/mileage, utilities, equipment/repairs, outdoor maintenance & HDM vehicle maintenance/gas. We end the Fiscal Year caught up with payments to MERS. Also, with the partial Government shutdown for the State of Michigan, the check that we receive from Michigan may be put on hold. Motion by Denise, supported by Deborah to approve the BSR Financial Statements for August, 2019. MOTION CARRIED.

#### **INFORMATION ITEMS:**

- A. Director's Report-August 2019/September 2019: Doug reports that he is on the Benzie County Chamber of Commerce Selection Committee for this year's nomination for Outstanding Business and Community Impact Awards to be presented in November. The billboards for Medicare Open Enrollment will be placed from the beginning of October through November. They will be visible at the bottom of the hill going out/coming into

Honor and on U.S. 31 south of Benzonia. PACE North has officially been approved from CMS to start receiving clients. The goal is 10 people per month. Doug met with them Tuesday, Sept. 17<sup>th</sup> to review their referral process.

- B. Program/Services Report-August 2019: Home delivered meals-4,594 meals were provided to 148 clients. YTD down 2.5% compared to FY 2018, and up 12.6% compared to FY 2017. Congregate Meals-1,811 meals served. YTD 14% reduction compared to FY 2018. Dining Out Program-204 customers purchased 561 vouchers. For FY 2019, the number will remain consistent, but the number of vouchers bought will be 25% less due to the reduction in the amount available. Homemaker Program-412 service unites were provided to 128 (new record) clients. Compared to FY 2018, we are even, and up 22% compared to FY 2017. Lawn Chore-166 mows provided, up 7.6% compared to FY 2018, and up 6.5% compared to FY 2017. Guardian Medical Monitoring-30 clients receive this service at no cost with thirteen on the waiting list. Senior Project Fresh-All the \$20 coupon books have been distributed this year. Benzie Bus Punch Cards-165 bus passes issued, representing 1,980 rides for the month. YTD up 4.3% compared to FY 2018, and up 16.3% compared to FY 2017. Information & Assistance-The agency handled 702 calls in August. YTD the number of phone calls is even with FY 2018, and a 1.5% increase compared to FY 2017. MMAPS-Fourteen people were helped with Medicare/Medicaid needs in August. There was no scheduled hearing clinic in August. However, Advanced Hearing will once again be providing free hearing tests. Estate Planning-Four people were provided estate-planning counseling at no cost. Senior Companion Program-currently has seven clients benefiting from this program. Foot Care-Thirty-three people were provided foot care; two clients were seen in their homes. Benzie Senior Dental Program-Four visits were paid for dental care. Emergency Senior Essential Needs Fund-One client received financial assistance for a new 911 address sign. The Gathering Place Senior Center-Offered 20 core activities and one special event that 727 cumulative number of people participated in. The top activities for August: Music Programs, card/board games/crafts; exercise groups; health, wellness and educational and day trips. Activity attendance is down 3.5% compared to August 2018. In-Home Services-Number of in-home clients is up 12.4% compared to 2018. Total number of service hours is up 5.6% and in-home care visits up 10.6% compared to 2018.
- C. Senior Center Updates-August 2019/September 2019: Busy as usual. Dawn attended the 1<sup>st</sup> Annual Relative Care Day/Kinship Care Day, Sept. 18<sup>th</sup>, at the State Capital in Lansing. She met with Senators Curt VanderWall and Wayne Schmidt and State Representative Jack O'Malley. 10 people were signed up to go with her.
- D. Board of Commissioners Update: Commissioner, Sherry Taylor, reports that the county is still working on the budget.

**ACTION ITEMS:**

1. Client Survey's-Board Member Participation: Doug will send out letters to clients letting them know we will be calling to conduct a Home Delivered Meals survey. Callers will be Bev, Jane, Nancy, Deborah and Denise.
2. Pay Out of Earned Time Off Consideration: Motion by Deborah, supported by Jane to approve to pay any number of hours over the carry over amount of PTO to employees. Roll Call vote: All Ayes: Jane Elzerman, Nancy Mullen-Call, Barbara Johnson, Deborah Rogers, Al Amstrutz, Denise Favreau and Beverly Holbrook. Absent: Leo Hughes, Ron Dykstra and Rosemary Russell. MOTION CARRIED.

**NEW BUSINESS:**

1. Annual Business Meeting: October 16, 2019
2. Renewal of Board of Directors 3-Year Terms: Denise and Beverly will call board members
3. Discussion on Celebrating Milestone Years for 2020-Yes there will be a celebration. 2020 is the 40<sup>th</sup> year of the Walk-A-Thon. Jean Bowers and Dawn Olney did some research: Benzie Home Health Care started in 1975; Commission on Aging started October, 1974.
4. Resignation: it is with deep regret that we accepted the resignation of Barbara Johnson. Thank you, Barb, for your service on the board.

**OLD BUSINESS:**

1. Approval of the Nutritional Programs for 2020-2022 with AAANM: Voted to approve our Submission letter, we are locked in with AAANM for three more years.
2. Walk-A-Thon Wrap-Up: Sabra reported we have \$20,515 + so far.
3. Fund Development Update: Appeal letters are done and will be sent out Sept. 19<sup>th</sup>.

**PUBLIC COMMENT:** None

**BOARD ROUND TABLE DISCUSSION/EVALUATION OF MEETING:** Good meeting.

Adjourned: 5:38 p.m.

Respectfully Submitted

Denise Favreau, BSR Board Secretary

**NEXT MEETING**

**October 16, 2019 @ 4:30 p.m.**

**The Gathering Place Senior Center**

**Honor, Michigan**