

**BENZIE SENIOR RESOURCES**  
**BOARD OF DIRECTORS MEETING MINUTES**

**June 17, 2020**

Meeting conducted by using Conference Call Unlimited due to the continuation of Governor Witmer's Executive Stay Home Order.

**Call to Order:** Meeting called to order at 4:30 p.m. by Vice Chair, Ron Dykstra,

**Prayer of Invocation:** Led by Al Amstrutz

**Pledge of Allegiance:** All

**Roll Call:** Present- Ron Dykstra, Denise Favreau, Nancy Mullen-Call, Deb Rogers, Al Amstrutz, Leo Hughes, Paul Turner and Ingrid Turner, Rosemary Russell (late 4:40pm). Also present-Doug Durand and Sabra Boyle. Excused: Bev Holbrook. Board of Commissioners Liason, Sherry Taylor was also absent. No public present.

**Approval of Agenda:** Motion by Denise Favreau, supported by Al Amstrutz to approve the agenda of June 17, 2020. Roll call vote: All ayes-Dykstra, Favreau, Mullen-Call, Rogers, Amstrutz, Hughes, P. Turner, I. Turner and Russell. Excused: Holbrook. Motion carried.

**Approval of minutes:** Motion by Deb Rogers, supported by Nancy Mullen-Call to approve the minutes of May 20, 2020. Roll call vote: All ayes-Dykstra, Favreau, Mullen-Call, Rogers, Amstrutz, Hughes, P. Turner, I. Turner and Russell. Excused Holbrook. Motion carried.

No public input.

Finance Committee Update for May 2020 was given by Deb and Doug. Revenues came in lower (-5,238, 3%) than forecasted for May 2020; YTD revenues are up .04% or \$5,332. Expenses for May 2020 decreased by 17.6% or \$26,714. The changes in service related to COVID-19 had an impact on Payroll Expenses, Education/Training, Contractual (late start for Lawn Chore and reinstating the homemaking program over several weeks in May). Volunteer expense is down due to cancellation of the recognition event, and Travel/Mileage/Gas expenses down due to home healthcare aides only going out shopping for clients once a week and decreased number of weekly visits. Year to date, expenses are down by 14% or \$184,411. Overall, we ended May 2020 with a net gain of \$31,554.

Motion by Denise Favreau, supported by Paul Turner to approve the Finance Committee Report for May 2020. Roll call vote: All ayes-Dykstra, Favreau, Mullen-Call, Rogers, Amstrutz, Hughes, P. Turner, I. Turner and Russell. Excused Holbrook. Motion carried.

**INFORMATION ITEMS:**

Directors Report/Program/Services Reports were submitted to the board by Doug.

1. The Payroll Protection Program was extended from 8wks to 24wks; 100% of loan going to payroll for Employees.
2. The Subaru was involved in an accident on U.S. 31.; approximately \$6,800 in damages. Not sure when we will get it back.
3. HDM-5,711 meals were provided to 202 clients, May 2020.
4. Congregate Meals-TGP is closed; however, 657 meals were served through curbside takeout.
5. Dining Out Program-3 customers purchased 10 vouchers, May 2020.
6. Lawn Chore Program started May 12, 2020. Currently 109 clients signed up for service. The program is at capacity.
7. Guardian Medical Monitoring-37 clients receive the service at no cost to them; 7 are currently on waiting list.
8. Benzie Bus Punch Cards-Two clients requested 5 bus passes.
9. MMAPS-6 people were helped by telephone, with their Medicare/Medicaid needs in May.
10. Estate Planning-suspended until further notice
11. Senior Companion Program-suspended until further notice by Catholic Human Service.
12. Foot Care-Office Foot Clinic is suspended until further notice. In-home foot care will be performed only in an emergency; two clients were determined to need this in May.
13. Benzie Senior Dental Program-Still approving applications and giving out vouchers, but dental office has just recently opened back up.
14. Emergency Senior Essential Needs Fund-Assistance was provided to one client for a large tree that threatened to fall on mobile home. Accepting applications.
15. Income Tax-Services were stopped and will not restart per NW Michigan Community Action Agency.
16. TGP Senior Center-Closed until at least through June 30, 2020.
17. In-Home Services, May 2020-Total clients, hours and visits down related to prioritizing clients' needs based on new guidelines from MDHHS on what services are deemed life sustaining. Some clients and families decided to stop in-home care visits to reduce the risks of contacting COVID-19 from the staff coming into their homes.

**Board of Commissioners Update:** None

**ACTION ITEMS:** NONE

**NEW BUSINESS:** Doug presented the Draft for 2021 Budget. Total revenue for FY 2021-\$2,020,825. Total Revenue for FY 2022-\$2,084,505.

**OLD BUSINESS:**

Fund Development Update: Ron reports that a 10am conference meeting will be held 6/19.

- a. Walk-a-Thon: Cancelled. A letter will be sent to people who have been involved in the past. (walkers, businesses). Agency has a list of supporters. Walk-a-thon supporters are different than the appeals letter supporters.
- b. Township Presentations: Doug presented the 2019 Annual Report and updates of services provided during COVID-19 to Inland Twp Board Meeting, June 8<sup>th</sup>. Colfax is scheduled for Wednesday, July 8<sup>th</sup> at 7pm.

No Public Comment

Board Round Table Discussion/Evaluation of Meeting: We are ahead of previous year for HDM; 38,000 meals have been served.

A motion to adjourn was made by Paul Turner, supported by Leo Hughes. Roll call vote: All ayes -Dykstra, Favreau, Mullen-Call, Rogers, Amstrutz, Hughes, P. Turner, I. Turner and Russell. Excused Holbrook. Motion carried. Meeting adjourned at 5:17pm.

Respectfully submitted:

Denise Favreau, Secretary

Board of Directors

**NEXT MEETING**

**July 15, 2020**

**The Gathering Place Senior Center**

**Honor, MI 49640**