

Benzie Senior Resources
Board of Directors Meeting
October 20th, 2021 Meeting Minutes
In-Person and Virtual (Zoom) Meeting

Call to Order: Chair Nancy Mullen Call called the Annual Meeting to order at 4:36p.m.

Prayer of Invocation: Ron Dykstra

Pledge of Allegiance: Said by all in-person

Roll Call:

Present: Nancy Mullen Call; Ron Dykstra; Leo Hughes; Linda Ringleka; Deb Rogers; Rosemary Russell;

Excused: Pam Howe-Perry; Ingrid Turner and Paul Turner

Via Zoom: None

Also Present: Dawn Bousamra; Sabra Boyle; and Benzie County Commissioner, Tim Markey

Approval of the 10/20/2021 Agenda – Motion by Linda Ringleka to accept the Agenda as presented.

Seconded by Deb Rogers. All board members present in person said Aye. Motion approved.

Approval of the 9/15/2021 Meeting Minutes – Motion by Rosemary Russell to accept the minutes as presented. Seconded by Deb Rogers. All board members present in person said Aye. Motion approved.

Public Input - None

Annual Meeting Action Items

A. Election of Vice President

Nancy Mullen Call asked if there were any nominations for the Vice President position. Leo Hughes nominated Paul Turner. No additional nominations were made. Board Members present voted to elect Paul Turner as Vice President as follows: Nancy Mullen Call-Yes; Ron Dykstra-Yes; Leo Hughes-Yes; Deb Rogers-Yes; Linda Ringleka-Yes; Rosemary Russell-Yes

B. Set up BoD Meeting Dates and Time

Third Wednesday at 4:30pm has historically been the frequency and time. Deb Rogers made a motion to continue with the third Wednesday at 4:30pm. Motion was seconded by Rosemary Russell.

Roll call vote: Nancy Mullen Call-Yes; Ron Dykstra-Yes; Leo Hughes-Yes; Deb Rogers-Yes; Linda Ringleka-Yes; Rosemary Russell-Yes. Motion approved.

C. Changes to Committee Appointments

Nancy Mullen Call reviewed current committee membership changes including:

- Removal of Ron Dykstra from the Fund Development Committee and the Agency/Building Needs Committee
- Removal of Denise Favreau from the Nominating Committee
- Removal of Paul Turner from the Program and Personnel Committee

Nancy further reminded the Board that committee members do not need to be board members. Then asked for feedback on who is interested in other committees and challenged all to encourage committee member participation. Brief discussion on what would the process be for appointing non board members to an active committee.

Nancy Mullen Call also summarized an informational meeting she and Leo Hughes had with Gwen Van Dorp, President of Benzie Area Christian Neighbors (BACN) and some of the ideas shared.

Annual Meeting Adjourned at 5:01pm with support by all Board members present.

Regular Board of Directors Meeting called to order by Chair Nancy Mullen Call @5:02pm

Information Items

A. Executive Committee Report

Nancy Mullen Call summarized the Executive Committee discussion items including Ron Dykstra's resignation from the VP position and the Board; Committee meeting dates for the upcoming year; Mentioned that Emily Rice has been helping Kylie Habedank learn her new position. Local Health Department is referring people to BSR for help getting signed up for Flu and COVID vaccines. Nancy also reminded Board Members that Doug Durand is on vacation from 10-16 to 10-30.

B. Fund Development Report

Dawn Bousamra briefly outlined that Linda Ringleka and Dawn met recently to draft the year end appeal letter and that they are working on the trifold brochure draft. Dawn has interviewed 3 clients for potential inclusion as testimonials. The planned mail date is Nov 8th. Christmas gift bag letters went out to 8 area churches. Gift bags will go out approximately Dec 17th. Dawn is looking for a contact at Family Fare to approach to see if they will support. Generally this would occur around first week of December, but will be determined once we know if Shop and save will participate. Ron also suggested we get the Record Patriot to cover when we will be at the stores collecting.

C. Directors Report – September 2021/October 2021

Nancy Mullen Call referred to the report and asked if anyone had specific questions and there were no questions. Dawn Bousamra added that the door at the Administration building is in the process of being installed.

D. Program/Services Report – September 2021

Nancy Mullen Call referred to the report and asked if anyone had specific questions and there were no questions. Ron Dykstra suggested we may want to draft a press release regarding what BSR has accomplished for potential publication in local media. Nancy also commented that we do need to work on our message and utilize the strategic plan focus as determined.

E. Board of Commissioners Update

Tim Markey, County Commissioner advised the County has an approved budget prior to fiscal year end. Couple things to note... some media sources said in a headline that the County was going to defund the health department, but the article said ½ of the health department funding is being withheld until the County gets the proper financial documentation of how the monies were and will be used. The County plans to provide the requested money.

Action Items

1. Finance Committee Report on the September 2021 Financials and Approval of the September 2021 Financials. Deb Rogers and Nancy Mullen Call met with Dawn Bousamra and Sabra Boyle to review. A motion to approve financials as presented was made by Nancy Mullen Call and supported by Leo Hughes. Roll Call of Board Members Present In Person – Nancy Mullen Call-Yes; Ron Dykstra-Yes; Leo Hughes-Yes; Linda Ringleka-Yes; Deb Rogers-Yes; Rosemary Russell-Yes; . Motion approved.

Action Items (continued from prior page)

2. Acceptance of Ron Dykstra's Board resignation effective November 30, 2021

No vote required but Ron's resignation was accepted.

New Business

1. Financial Audit with Anderson, Tackman & Co the week of November 29, 2021

Old Business - None

Board Round Table Discussion/Evaluation of Meeting

Good feedback on the strategic planning session and facilitation process. Good general discussion on the ongoing need to build awareness of who we are, what we do, and where we are going.

Adjournment – There being no further business to discuss, a motion to adjourn was made by Nancy Mullen Call and it was supported by all Board members present.

Meeting adjourned at 5:42 p.m.

Respectfully submitted:

Leo Hughes

Secretary, Benzie Senior Resources Board.

NEXT MEETING: November 17th, 2021 at 4:30 p.m.

Location: The Gathering Place Senior Center, 10579 Main Street, Honor