

**BENZIE SENIOR RESOURCES**  
**BOARD OF DIRECTORS MEETING Minutes**  
**NOVEMBER 17, 2021**  
**4:30 P.M.**  
**The Gathering Place Senior Center & Conference Call-In**

**Conference Call-In Information**

**1-866-809-6529 with the guest code of 3401609 followed by the # key.**

Call to Order 4:32pm

Prayer of Invocation No volunteers to say prayer

Pledge of Allegiance said by all

Roll Call Nancy Mullen Call; Linda Ringleka; Deb Rogers; Rosemary Russell; Pam Howe-Perry; Ingrid Turner and Paul Turner. Excused: Leo Hughs.

Also present: Doug Durand, Chris Cooke will call in to the meeting later.

Approval of the November 17, 2021 Agenda Motion was made by Linda Ringleka and Seconded by Pam.

Approval of Minutes from the previous meeting – October 20, 2021 A motion to approve the minutes was made by Rosemary and seconded by Ingrid.

**Public Input – No public present.**

**Those attending In-person are permitted to participate. (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)**

**Information Items**

- A. Executive Committee Report. Nancy presented the board with a report submitted by the executive committee and the board accepted the report.
- B. Fund Development Report. Nancy submitted a report on the fund development and gave an update on the trifolds. They are ready and will be mailed tomorrow and our Shop and save day went very well. Kudos to everyone who helped with these projects.
- C. Directors Report – Doug submitted his directors report to the board and it was accepted by the board. He also gave some highlights. Staffing continues to be an issue, but our Kitchen is fully staffed at this time.
- D. Program/Services Report – October 2021 Doug submitted the report to the board and it was accepted. HDM rose 6%; Lawn Chore went up 62%, Information and assistance was up 20%, foot care assisted 51 clients total last month, and the gathering place saw a 15% increase from the previous month. We are busy!!
- E. Board of Commissioners Update; No one was present to update us.

**Action Items**

- 1. Finance Committee Report on the October 2021 Financials and Approval of the October 2021 Financials
  - a. A report was submitted and accepted by the board. Deb gave reference to the committee report and asked if anyone had. No questions were voiced.
    - i. A motion to approve the financial committee report was made by Ingrid and seconded by Deb. All Ayes were heard and motion was passed.
- 2. Approval consideration of new board member application: Victor Dinsmoore 3
  - a. The board was previously given an application for review.
  - b. The board members took some time and together reviewed the application.
  - c. A motion was made by Pam to accept this applicant to the board of directors. This was seconded by Linda and all ayes being heard. Victor Dinsmoore will be offered a position on the board of directors. Nancy is to call him and let him know.
- 3. December 15, 2021 Christmas Potluck Meal the board discussed this and are all in favor of having a

Christmas potluck following the December 15, 2021 board meeting. Nancy passed out a sign up sheet and board members signed up for what they wanted to bring.

### **New Business**

5:18 pm Conference Call In – Attorney report on investigation of complaint made former employee Megan Francis

- Chris Cooke, Attorney did an investigation on 9-18-21. He met with all employees who were involved in the complaint.
- Based on his investigation he determined the complaint was unfounded and unsubstantiated. He said there was no legal recourse with regards to the complaint and having staff members not getting along does not meet criteria for a hostile work environment.
- He did, however, make a suggestion that BSR provide annual sensitivity training for all BSR staff. Rosemary/ Linda will check on some online training for the staff at BSR.

### **Old Business**

None

### **Board Round Table Discussion/Evaluation of Meeting**

**Adjournment – Board Approval A motion to adjourn was made by Deb and seconded by Linda. All eyes being heard.**

### **Meeting adjourned at 1836 (636)**

Benzie Senior Resources Mission Statement – To provide exceptional services, resources and trusted care to support Benzie seniors.

**NEXT MEETING – December 15, 2021 @ 4:30 pm**

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





