Benzie Senior Resources

**Board of Directors Meeting**

May 18th, 2022 Meeting Minutes

**The Gathering Place Senior Center and Conference Call-in**

**Call to Order:** Nancy Mullen Call called the meeting to order at 4:36pm

**Pledge of Allegiance:** Said by all present

**Roll Call:**

In Person: Nancy Mullen Call; Victor Dinsmoore; Pam Howe-Perry; Deb Rogers; Rosemary Russell; Ingrid Turner and Paul Turner

Via Conference Call: Leo Hughes

Excused: Linda Ringleka

Also, In-Person: Doug Durand, Sabra Boyle, and Benzie County Commissioner - Tim Markey

**Approval of the May 18, 2022 Agenda** – A motion to approve the agenda as amended (security system action item) was made by Pam Howe-Perry and seconded by Deb Rogers. All in-person board members said Aye. Motion approved.

**Approval of the April 20, 2022 Meeting Minutes** – Motion by Ingrid Turner to accept the minutes as

presented. Seconded by Rosemary Russell. All in-person board members said Aye. Motion approved.

**Public Input:** No public at the meeting.

**Information Items**

1. **Executive Committee Report –** Nancy Mullen Call summarized the content of the Leadership Committee meeting. The items discussed included the need for an updated/new security surveillance system (see action item below), the results of Board of Commissioners meeting that Doug Durand attended (Doug to highlight during his Directors Report), and the Strategic Planning Update, also to be discussed later in the meeting today. Paul Turner mentioned that he knows an individual that is interested in sitting in on one of the committees to get an idea of what is required. Paul suggested this person should probably join the Personnel and Program Committee.
2. **Fund Development Report –** Ingrid Turner summarized the content of the Fund Development Committee meeting which included: A summary of her text communication with Jamie Grey regarding the upcoming Golf Outing on Sunday, June 12th. Thirteen teams have already signed up. Jamie is working on her advertising plan and Ingrid Turner handed out additional flyers for distribution. Ingrid Turner mentioned that The 100 Women Who Care Meeting did not draw BSR ‘s name from the hat during the April meeting so no appeal was made. The Walk-a-thon planning actions have begun and this year’s event is on Saturday, August 6th.
3. **Directors Report – April 2022/May 2022 –** Doug Durand summarized the following items: Training for staff and volunteers has been scheduled for all day Friday, June 10th; the Volunteer Application is being updated; the new and improved BSR Library at The Gathering Place has been completed; a new Homemaker starts training tomorrow; they will begin looking for an interim kitchen crew leader. Doug Durand advised that he had a good meeting with the Commissioners regarding the payment of millage funds and the contract will be updated to clarify payment calculations. Doug plans to investigate what additional funding may be provided from any back taxes paid. Doug advised he will be attending the County budget planning meeting(s). There was a good general discussion on volunteerism and the continued need to look for ways to make it easier to volunteer via the web.
4. **Program/Services Report – April 2022 –** Doug Durand advised that April was a strong program month. The Heath*Ride* program is starting to takeoff and Doug may have an entity interested in helping fund the effort and he is currently reviewing their MOU (Memorandum of Understanding). Doug also mentioned that the Dental program is starting to pick up and the Senior Project Fresh will be starting up again in June
5. **Board of Commissioners Update –** Tim Markey, County Commissioner, advised that True North is moving quickly on their plans to develop their site just East of The Gathering Place with a plan to be completed by this fall with the help of a Benzie County Brownfield Development grant. Tim also advised that the County website is being updated; that the Broadband Internet Survey Results will be presented on May 24th at county meeting. He advised the early indications suggest that the federal assessment suggested that nearly 80% percent of the county has broadband access while the county survey results indicate only about 5-10% of county residents have broadband access. The Ironman race will be coming to Frankfort again on September 11th with minor changes to the cycling route.

**Action Items**

1. **Finance Committee Report on the April 2022 Financials with Board Approval of the April 2022 Financials** – Deb Rogers advised that the Finance Committee had reviewed the financials before the Board meeting and are recommending board approval. A motion to approve the financial report was made by Rosemary Russell and was seconded by Pam Howe-Perry. Roll Call: Nancy Mullen Call-Yes; Victor Dinsmoore-Yes; Pam Howe-Perry-Yes; Rosemary Russell-Yes; Deb Rogers-Yes; Ingrid Turner-Yes; Paul Turner-Yes. Motion approved.
2. **Board Members Assistance for the Golf Outing (Sign up) –** Good discussion on Jamie Gray’s request for 8 BSR staff/volunteers to help support the outing. Doug Durand advised that shirts and hats are available with BSR identification for volunteers if needed.
3. **Security System Upgrade Approval –** Doug Durand highlighted the need for the updated surveillance system/cameras. He had requested 3 companies bid and received only 2 proposals/quotes. Anavon was clearly the most competitive and is the current supplier. A motion to approve security system upgrade request was made by Deb Rogers and was seconded by Pam Howe-Perry. Roll Call: Nancy Mullen Call-Yes; Victor Dinsmoore-Yes; Pam Howe-Perry-Yes; Rosemary Russell-Yes; Deb Rogers-Yes; Ingrid Turner-Yes; Paul Turner-Yes. Motion approved.

**New Business**

1. **Strategic Planning Discussion – The Next Steps –** Nancy Mullen Call led a good discussion on filling out the committees to insure a proper compliment of members. Then Nancy asked each committee to meet and review their respective charter and make any recommendations for update. Once the charters have been confirmed each committee needs to start prioritizing their actions based on the strategic action items outlined in the strategic planning document. All were in agreement.
2. **Area Agency on Aging Multi-Year Area Plan FY 2023-2025 Summary –** This was actually a carryover item from last meeting, but Doug Durand advised that the plan will be moving forward as written.
3. **Benzie Bus Health*Rides* Program Collaboration –** Doug Durand covered this item during his Program/Services Report earlier in the meeting.

**Old Business –** None

**Board Round Table Discussion/Evaluation of Meeting** – None

**Adjournment:** There being no further business to discuss, a motion to adjourn was made by Deb Rogers and was seconded by Ingrid Turner. All agreed to adjourn. Meeting adjourned at 5:48 p.m.

Respectfully submitted:

Leo Hughes

Secretary, Benzie Senior Resources Board.

**NEXT MEETING:** Wednesday, June 15th, 2022 at 4:30 p.m.

Location: The Gathering Place Senior Center, 10579 Main Street, Honor, MI 49640