

Benzie Senior Resources  
**LEADERSHIP COMMITTEE MEETING**  
December 14, 2022 Meeting Minutes

**In attendance via Zoom:** Nancy Mullen Call, Victor Dinsmoore, Doug Durand, and Leo Hughes

**Meeting called to order at 8:01am**

1. **Roll Call** – Present: Nancy Mullen Call, Victor Dinsmoore, Doug Durand, Leo Hughes
2. **Approval of 12/14/2022 Agenda** – Motion by Victor Dinsmoore to accept the meeting agenda as presented. Motion seconded by Leo Hughes. Roll Call: Victor Dinsmoore – Yes, Leo Hughes – Yes, and Nancy Mullen Call – Yes. Motion approved.
3. **Approval of 11/9/2022 Leadership Committee Meeting Minutes** – Motion by Victor Dinsmoore to approve meeting minutes as presented. Motion seconded by Nancy Mullen Call. Roll Call: Victor Dinsmoore – Yes, Leo Hughes – Yes, and Nancy Mullen Call – Yes. Motion approved.
4. **Discussion Topics**
  - a. Year-end Appeal Status Update – Doug Durand advised that as of today the Annual Appeal has raised \$34,443 (107 donors) which is almost double last year at this time.
  - b. HDM Vehicle Donation - How to Allocate – Doug Durand is waiting on feedback regarding the endowment possibilities)
  - c. Staffing status including Kylie's position at full staff – We are at full staff currently, but Kylie Habedank, Director of Home Health Services, has submitted her resignation. Nancy Mullen Call and Doug Durand are meeting with her to complete an exit interview.
  - d. Strategic Plan Update – Nancy Mullen Call briefly discussed how we might want to update the plan. Good discussion by all. We will revisit the Strategic Plan after Doug Durand has an opportunity to review the information we have gathered from our Senior Center Visits and evaluated our go forward priorities. We also had a brief discussion on the pros and cons of being a Commission on Aging versus a Council on Aging non-profit.
5. **Agenda Items for 12/21/2022 Board of Directors Meeting**
  - a. Approval of November 2022 Financials
  - b. Resolution for Executive Director/Assistant Director to apply for Benzie County Community Chest Grant in the amount of \$10,000 for the Senior Essential Needs Fund
  - c. Welcome Dinah Haag, Newest Board Member – Doug Durand to add to the agenda
6. **Other** – None
7. **Adjournment:** By Consensus at 8:50am.

Next Leadership Committee Meeting: January 11, 2023 at 8am via Zoom Meeting

**Committee Members:** Nancy Mullen-Call, Paul Turner, Leo Hughes, and Victor Dinsmoore

**Staff Members:** Douglas Durand & Dawn Bousamra