

ANNUAL COMMITTEE REPORT FOR YEAR ENDING 9/30/2022

Quarterly Committee Reports on Subsequent Pages

Committee: Leadership

BENZIE SENIOR RESOURCES STRATEGIC PLAN - AREAS OF STRATEGIC FOCUS

A: Strategic Focus: Broaden and deepen the services we provide, aligned with our mission.

B: Strategic Focus: Enhance our communications, marketing, & engagement capabilities.

C: Strategic Focus: Strengthen and deepen our physical, financial, & operational capacity.

ACCOMPLISHMENTS FOR THE YEAR ENDING 9/30/2022

- **Initiated the creation and adoption of a strategic plan for the agency**
- **Annual Executive Review & Evaluation**
- **Coordinated with the Executive Director regarding agency staffing issues, Covid protocols and Agency policies**
- **Coordinated with the Executive Director, legal counsel and ultimately the Board to resolve a difficult personnel issue**
- **Met with Jason Allen, former Senator and past Michigan Director of USDA Rural Development to explore potential funding sources for senior centers**
- **Researched and drafted committee charters for Board review and approval**

COMMITTEE GOALS FOR THE YEAR ENDING 9/30/2023

- **Explore the creation of a Countywide senior services collaboration and advocacy task force, and identify potential participants**
- **Coordinate with the Governance Committee on the development and implementation of board recruitment, training and development policies and practices**
- **Annual review of the Strategic Plan, including status updates on tactical actions**
- **Annual review and evaluation of Executive Director**
- **Continue coordination with the executive Director on review and implementation of Agency policies and procedures**

BSR Leadership Committee
FY 2023 - **First Quarter Report for Oct - Dec 2022**

First Quarter Activities:

- Implemented annual and quarterly committee reporting procedures.
- Update to Strategic Plan initiated and still in progress.
- Reviewed possible avenues for application of a \$14,000 HDM vehicle donation - will coordinate with Fund Development regarding best way to leverage the donation.
- Leadership Committee worked with the Governance Committee (substantial overlap of membership) to complete a multi-day 5-facility Senior Center Benchmarking tour and followup report.
- Met with Executive Director and Assistant Director to review the Benchmarking report for policies, procedures and facility information relevant to BSR.

Second Quarter Priorities:

- Present to Board members, at the February meeting, the finalized Facility Benchmarking report along with the Executive Director's wishlist for short, midrange and long range programatic and facility changes.
- Work with Doug/Dawn and the board to review and adopt any newly identified goals and update the Strategic Plan accordingly.

BSR Leadership Committee
FY2023 - **Second Quarter Report for January - March 2023**

Second Quarter Activities:

- Reviewed and discussed implications for BSR of Governance Committee Benchmarking Study.
- Worked with Executive Director regarding prioritization of short term projects for implementation.
- Secretary, Leo Hughes, initiated conversations with Benzie Wellness and Aquatic Center regarding their plans for a community facility. Discussions have begun and are ongoing regarding a potential collaboration between BSR and BWAC.
- Discussions with Elaine Wood, regarding her facilitating a BSR Board Working Session to address the potential BWAC collaborative effort and update of strategic plan.
- Provided background and solicited Board feedback for annual Executive Director evaluation.

Third Quarter Priorities:

- Schedule and accomplish Board Working Session.
- Determine BSR's commitment to an updated facility.
- Identify and prioritize BSR needs as they relate to an updated facility.
- Secure funding for and undergo a feasibility analysis of Crystal Lake Elementary School for BSR's needs.
- Continue exploration of a potential collaboration with BWAC.

BSR Leadership Committee

FY2023 - Third Quarter Report for April - June 2023

Note: This report is going to very closely parallel Leo's for the Governance Committee because the 2 have *somewhat* morphed, in terms of focus, over the last several months.

Third Quarter Activities:

- Had several meetings and communications with the BWAC group to explore potential collaboration between the 2 organizations. It was ultimately determined that opportunities for cooperation certainly exist, but that BSR needs to remain its own distinct and separate organization.
- Attended School Board meeting and communicated with School Board members regarding the Crystal Lake Elementary School property and our potential interest in the site.
- Began exploring the process for conducting a formal needs assessment and community engagement effort in anticipation of the growing need for expanded BSR programming and facilities. This included meetings and communications with Tim Ervin of Ervin & Associates and Mike Corby of Integrated Architecture
- Communicated with Elaine Wood of Woodside Strategies regarding a board working session to update the BSR Strategic plan. This activity was then tabled, for the time being, in favor of pursuing engagement with the Integrated Architecture group.
- Drafted letters of support for SPARK grant applications for TARP and the Benzonia Academy Park for Board approval.

Fourth Quarter Priorities:

- Begin and partially complete the needs assessment and community engagement Discovery process with Integrated Architecture
- Identify potential funding sources for this project.
- Work with and support our new Fund Development Director in her efforts to identify funding sources for BSR, and develop disciplined processes for building our financial base - both for ongoing operations and a potential future capital campaign.