

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING

Regular Board Meeting

April 16,2007 @ Grayling Senior Center

The meeting was called to order at 9:34am.

Board members in attendance: Jack Mahank, Dean McCray, Joan Miller, Linda Munsey, Howard Taylor.

Absent: Lynn Hagon,w/notice; Mike Lange

Also in attendance: Alice Snyder, Director; Melanie Conway; Asst. director, Anne Poirier, various guests.

The Pledge of Allegiance was led by Taylor

The invocation was offered by Miller

AGENDA

The Chair requested an addition be placed on the Agenda, under New Business. Line Item E – Term expirations.

MOTION by McCray, second by Munsey to approve the AGENDA as amended.

5 aye 0 no MOTION passes

MINUTES

MOTION by Miller, second by Munsey to approve the MINUTES of the regular Board Meeting March 19, 2007 as presented.

5 aye 0 no MOTION passes

FINANCIAL REPORT @ 3/31/07 showing a NET revenue of - \$ 1,457.50

Discussion:

- comment by the Chair explaining the “allocated revenue” which are millage \$ providing support in each program.
- millage to compensate for those who cannot donate the required amount

- various components that provide input for the development of a particular year's budget.
- items showing at 100% are small amounts and will either spread out over the year or have little impact on total expenses.

MOTION by Miller, second by McCray to receive & file the FINANCIAL REPORT.

5 aye 0 no MOTION passes

CORRESPONDENCE NONE

REPORTS

A. Director - a written report was received by Board members

Discussion:

- received our Statement of Grant award from NEMCSA for this fiscal year; showing a gain of \$1,600 in congregate meals and a gain of \$4,260 in home-delivered meals. The final amount for the USDA portions of these programs has not been decided as yet.
- budget amendments incorporating these changes will be presented at next month's Board meeting.
- there are no up-dates on staffing issues.
- activity program being dialed down. Summer activity programs on hold.
- up-coming fund-raisers; i.e. Wendy's Wednesday night, & Raffle to be held in July.
- budget issues: RSVP will be providing reimbursement, up to 50 miles, for two(2) additional MOW drivers.
- new program/Faith in Action. In development stages.
- service report: - are running at approx. 10% (in units) ahead of last year's figures, at this date.

MOTION by McCray, second by Miller to receive & file the Director's report

5 aye 0 no MOTION passes

- B. NEMCSA
- C. Area Agency on Aging
Reports combined

Chairperson Mahank, Director Snyder, and Barbara Selesky attended the A.A.A meeting On March 26, 2007.

The following motions were brought forward to the A.A.A., then to the NEMCSA Board by Chairperson Mahank.

- 1) to grant "preferred supplier/provider" status to the Councils & COA' s who Did well on their customer satisfaction reports.
MOTION passed by A.A.A. & NEMCSA Board.
- 2) ask NEMCSA to provide a resolution to the State, asking that State adjust Funding levels in Northeast Michigan, due to the rapid growth of seniors In this area.
MOTION passed by A.A.A. & NEMCSA Board
- 3) asked that a task force be formed between A.A.A. & commissions on aging To look at ways to reduce costs across the region.
MOTION passed by A.A.A. & NEMCSA Board

D. Joint Aging/Housing Task Force

Discussion:

- received a revised estimate from Ausable Construction for the addition to this building; approx. \$13,000 less.
- Director will confer with M. Lange and then schedule another Meeting.
- no estimate for the building across the road.

OLD BUSINESS NONE

NEW BUSINESS

A. NEMCSA Financial Assessment FY 05/06

Discussion:

- timing of audit and date results received noted
- Some items completed, others are work in progress
- There were NO non-compliant issues.

MOTION by Taylor, second by McCray to accept the report as presented

5 aye

0 no

MOTION passes

B. Budget Shortfall Recommendations

Discussion:

- homemaking department; make changes as recommended
 - will affect a small number of clients
 - will amount to savings in this department
- have acquired a nurse who will volunteer for blood pressure Coverage.
- other items mentioned have been completed,
- leave budget as is, change only the grant amounts

MOTION by Taylor, second by Munsey to receive & file this report.

5 aye

0 no

MOTION passes

C. Policy Governance Calendar – Evaluation of Ends Policies

- | | |
|----------------|---|
| END # 1 | No Waiting Lists - IN COMPLIANCE |
| 2 | Accessibility of Services - have achieved 68% of goal To this date; 3/31/07 |
| 3 | Customer Surveys – none yet this year |
| 4 | Increase number served - have achieved 58% of this Goal to this date; 3/31/07 |
| 5 | Funder programs - all in compliance |
| 6 | Comparable costs - cost comparison surveys have been Mailed to other COA's. |
| 7 | Will acquire appropriate income to support programs. See Chart comparing three(3) past fiscal years. Shows positive Increases. |
| 8 | Administrative cost equal/or less than 10% of total Budget. Director states we are at 14% at this time. Will do a Time study on actual hours Director spends to determine Specific areas of time spent. |

The Board made no changes to the “Measurement of Ends”

MOTION by Taylor, second by McCray to receive & file this report

5 aye

0 no

MOTION passes

D. Wellington Farm Park Fundraising Activity

Discussion:

- proposal has potential to involve additional seniors and generate income.
- leadership & organization need to be provided by COA Board members and volunteers.
- create a committee to promote this event
- H. Taylor willing to chair a committee, will put together a Program to be included in next month's Board packet; doing A "senior day".

E. Term Expirations

Discussion:

- the terms of Board members Jack Mahank, and Dean McCray expire on June 30, 2007.

MOTION by Taylor, second by Miller that the COA Board write a letter to the Crawford County Board of Commissioners, one each, supporting the re-appointment of Jack Mahank And Dean McCray to the Commission on Aging

5 aye 0 no MOTION passes

Additional comments under New Business. Board members McCray, Taylor discussed Effects of gas prices, ethanol industry, etc. on COA programs.

PUBLIC COMMENT; NONE

ADJOURNMENT;

MOTION by McCray, second by Taylor to ADJOURN the meeting.

5 aye 0 no MOTION passes

The meeting was adjourned at 10:53am

Jack Mahank, Chairperson

Anne Poirier, Recording Secretary

