

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
August 20, 2007 @ Grayling Senior Center

The meeting was called to order at 9:35am.

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

Also in attendance: Director Snyder, Melanie Conway, Michelle Watson and various guests.

The Pledge of Allegiance was led by Howard Taylor.

The invocation was offered by Joan Miller.

AGENDA

MOTION by Lange, second by Munsey to approve the AGENDA as presented with the exception of moving 12.B Union Negotiations – FY 07-10 Contract to after #9 Correspondence.

7 aye 0 no MOTION passes

MINUTES

MOTION by Taylor, second by Lange to approve the MINUTES of the regular Board meeting July 16, 2007 as presented.

7 aye 0 no MOTION passes

MOTION by Taylor, second by McCray to approve the MINUTES of the Special Board meeting July 19, 2007 as presented.

7 aye 0 no MOTION passes

FINANCIAL REPORT showing in the black at \$2560.59 with two months left of the year.

Discussion: Change financial report date to 7-31-07. Y-T-D totals for average donation needs to be checked.

MOTION by McCray, second by Lange to receive & file the FINANCIAL report

7 aye 0 no MOTION passes

CORRESPONDENCE

There were 3 correspondences received from by the Chair:

1. Aug 8th NEMSCA Board of Directors – 3 Grants approved as requested.
2. NEMSCA- RSVP Luncheon on Aug. 29th at the Holiday Inn. Board members invited.
3. Northeast Community Foundation-Year Book: Commission on Aging activities to be looked into. Director has utilized this in the past and plans on continuing use.

UNION NEGOTIATIONS – FY 07-10 CONTRACT

Discussion: Closed Session - see separate minutes.

REPORTS

A. Director:

Discussion:

Activities and Fundraising:

1. Waiting list for August trip to Mackinaw City.
2. Fundraiser at Ray's Canoe – The Chair is going to look into monies that still might be coming.
3. Poverty Workshop: Director and Chair encouraging board members to attend.

Planned Giving Proposal - Director wanting to know if board is interested in having Wally Chwan come and speak on this. Board wants Director to invite him to come to the next board meeting.

B. NEMCSA

Nothing that required attention.

C. Area Agency on Aging

Cancelled July meeting. Chair will be unable to attend August meeting.

D. Joint Aging/Housing Task Force

Discussion: Task Force –Tenant council meeting voted on and declined to allow the COA to occupy the entire building. Director recommended abandoning the option to expand on this building and look toward other options. Lange suggested sending a thank you letter to Grayling Housing Commission for their time. Board wants to wait for a response for the Grayling Housing Commission before officially dropping this option. Director will make sure that this issue is on the GHC Board Meeting next month.

MOTION by Taylor, second by McCray to note COA is disappointed GHC did not respond to our proposal as of now.

OLD BUSINESS

A. Kitchen Air Conditioning System

No action due to no building decision yet. Director concerned if we continue to have 90 degree days that problems may occur. Recreation air conditioner not originally installed for use in kitchen only for recreation room. Repairs have not been tested under the strain of hot weather. Chair applauded Director for the use of Heat Index for determining use of building. GHC needs to be aware of this situation. Chair wants this put into writing and others notified of the use of the heat index.

MOTION by Hagon, second by Miller to let people of authority be alerted of the use of the Heat Index when determining when services will be offered at the COA.

NEW BUSINESS

A. IHS Customer Satisfaction Survey

Discussion: 46% return rate. Director felt this was high. Board wants to congratulate staff for their outstanding work. Board were very pleased with the high results.

B. Union Negotiations - moved to after correspondence.

C. Assistant Director Contract Renewal

Discussion: Changes include increase of 2.7% for cost of living. Instead of submitting mileage, salary was also raised and no mileage will be submitted. Contract is for \$28,000.

MOTION by Lange, second by Taylor to accept Assistant Director Contract Renewal as presented.

7 aye

0 no

MOTION passes

D. GHC Lease Renewal

Discussion: Director explained changes.

Item 3 added "and the tenant council" for approval of implementation of new services.

Item 5 square footage for the lobby was added. \$396.00 added for insurance. Director felt insurance was ok.

Item 6 removed cleaning of carpet and windows.

Item 9 and Item 6B discussion regarding liability for snow removal and the requirement to carry liability insurance.

Item 7G has spelling error and needs to be corrected.

MOTION by Lange, second by Munsey to accept the GHS Lease Renewal as presented.

6 aye 1 no MOTION passes

E. FY 07-08 Budget Approval

MOTION by Taylor, second by Lange to approve the budget for FY 07-08 as presented.

7 aye 0 no MOTION passes

F. Election of Officers

MOTION by Lange, second by Taylor to accept current officers to continue.

7 aye 0 no MOTION passes

G. Policy Governance Calendar-Executive Limitations #1 - #7

MOTION by Lange, second by McCray to move this item to next board meeting.

7 aye 0 no MOTION passes

PUBLIC COMMENTS

GHC Board Member, Yvonne Anderson commented on tenant council meeting.

ADJOURNMENT

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

7 aye 0 no MOTION passes

The meeting was adjourned at 11:35am.

Jack Mahank, Chairperson

Alice Snyder, Recording Secretary