

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING

Regular Board Meeting

October 15th, 2007 @ Grayling Senior Center

The meeting was called to order at am 9:30am.

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

Absent: Lynn Hagon w/ notice.

Also in attendance: Alice Snyder, Melanie Conway, Nicole Alma, various guests.

The Pledge of Allegiance was led by Taylor.

The invocation was offered by Miller.

AGENDA

Additions were made by the Chairman:

Old Business – item C Board Meeting Schedule

New Business: move building report up to #1

MOTION by McCray, second by Taylor to approve the AGENDA as presented.

6 aye 0 no MOTION passes

MINUTES

MOTION by McCray, second by Lange to approve the MINUTES of the regular Board meeting September 17th, 2007 as presented.

6 aye 0 no MOTION passes

FINANCIAL REPORT

Discussion: Waiting on one source of revenue, bills are up to date. Lange asks about fund balance at year end. Will report after year end figures are finalized.

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

6 aye 0 no MOTION passes

CORRESPONDENCE NONE

REPORTS

- D. Building – Discussion of Dinner and Discussion with the Director. Addressed issue of Fish Hatchery building pursuit. 83 attended dinner that night. Almost all stayed for discussion. Based upon questions and comments received, the majority of people seem to want to stay here. Mahank – Dinner and discussion described as a positive meeting. McCray commented on people looking for a leader to take them to the City Council. McCray directed people to senior, Phil Faustman. Taylor inquires as to what percentage of people in attendance were residents. Snyder responds 10-12%. Taylor: The bulk of the people who want to stay here are not necessarily living here. Snyder: Does not recall any comments in discussion from people who live here. Snyder mentions possibility of this issue being in the newspaper.

Introduction of Bruce Patrick, Crawford County Environmental Monitor. Snyder presented Grayling Fish Hatchery Building Project Timetable. Mahank inquires where we need board involvement on this timeline. Snyder responds none at this time unless board would like to be involved. She would be fine with having board review 3 estimates for Feasibility Study. Patrick: Tom O'Brien did the last architectural workup and would be willing to do the next step for about \$3,000. Next step for the grant money would be having Mr. O'Brien do the workup on the building. Patrick: Have had roofing replaced and paint done last year. This spring had asbestos removed, old power plant and damaged floors removed. No large objections when discussed with Fish Hatchery Steering Committee. Lange: If everyone here didn't want to move, that could create a problem. Patrick mentions parking may be an issue as there is an agreement with Mercy regarding parking lot portion of property. Patrick mentions main entrance not being allowed to revamp unless funding and grants received from other sources. Snyder inquires whether Brownfield is an issue there. Patrick responds that there isn't at the building site. At a recent meeting with Gayla Gilliland, Economic Development, the idea of a community center was brought up. There was further discussion on that subject. Patrick comments about large basement area being a possibility of a meeting room or place for wedding receptions.

MOTION Taylor, second Lange to receive and file and commend and thank Snyder for her work thus far. 6 aye 0 no MOTION passes
Discussion of when the trip to the building will be. Snyder will keep board posted.

A. Director –

Discussion: Snyder: Asked Quigley if he's received any response from HUD which he has not. Alice will not contact HUD unless the board asks her to. Taylor: Is there money available for a historic building? Mahank asks if there are any board members that think staying here is still an option. Once we go ahead with a feasibility study and start getting grant money, there is no return to this option. Discussion by Taylor regarding issues we would still face here now and in the future. Mahank reminds board we have made decision to abandon this option and it's time to move forward to the new option. Snyder has an appointment to look at the medical building for sale. ADA issues exist without elevator, aren't large spaces so would need major remodeling.

Snyder met with Bill Gannon regarding building an Assisted Living facility of which the Senior Center would rent space and be a part of. Snyder's opinion is that he would have been interested if we had more rent money to pay. Gannon has not gotten back with her since their meeting. Snyder feels it's not a likely partnership.

Snyder commended Conway for keeping in-home services program clean as evidenced from the evaluation this year. Congregate numbers going down and will be working on getting them back up. Comments made on the donation amount consistently going up.

MOTION by Taylor, second by McCray to receive & file Director's Report
6 aye 0 no MOTION passes

B. NEMCSA - NONE

C. Area Agency on Aging – Meeting cancelled in October. Will be meeting December 3rd. Snyder: New Director sent out surveys to COAs. Only received 2 responses of 12 surveys.

OLD BUSINESS

A. Union Negotiations – FY 07-10 Contract

MOTION by Lange, second by Munsey to go into closed session to discuss union negotiations at 10:32 am.

6 aye 0 no MOTION passes

MOTION by Lange, second by McCray to come out of closed session at 10:58am.

6 aye 0 no MOTION passes

B. Planned Giving Proposal - MOTION by Lange, second by Taylor to table this until next meeting. 6 aye 0 no MOTION passes

C. 07-08 Board Meeting Schedule - MOTION by Taylor, second by Lange to approve COA Board meeting schedule. 6 aye 0 no MOTION passes

NEW BUSINESS

A. Final FY 06-07 Budget Amendments

MOTION Lange to accept, second by Taylor to approve budget amendments

6 aye 0 no

B. AuSable River Festival Parade-Community Service Award

Snyder: In July in the parade, we received community service award with a trophy. Congratulations to Radtke and the seniors.

C. COA Survey Results Snyder: Discusses memo in board packet detailing results.

D. Congregate Meal Survey - Snyder discusses survey results. Half of the people that come to congregate meals would eat alone otherwise. Overall responses were good. Did receive excellent on cleanliness of dining room and friendliness of staff. 95% were satisfied with donation rate for meals. Results of survey will be in November Gazette, 91 surveys were returned.

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

#1 MOTION by Taylor that we are in compliance, second by Lange.

6 aye 0 no MOTION passes

#2 MOTION by Taylor that the Director is in compliance, second by McCray.

6 aye 0 no MOTION passes

#3 MOTION by McCray that the Director is compliant, second by Miller.

6 aye 0 no MOTION passes

#4 MOTION by Taylor that Director is in compliance, second by McCray.

6 aye 0 no MOTION passes

#5 MOTION by Lange that the Director is in substantial compliance, second by Taylor. 6 aye 0 no MOTION passes

#6 MOTION by Lange that the Director is in compliance, second by Taylor.

6 aye 0 no MOTION passes

#7 MOTION by Lange that Director is in substantial compliance, second by Munsey.

6 aye 0 no MOTION passes

MOTION by Taylor that Executive Limitations policy #1-#7 stand as written for next year, second by Lange. 6 aye 0 no MOTION passes

F. Evaluation of Policy Governance Calendar. Mahank, in October, third item is Director evaluation. Would like to change that to the agency evaluation. Director's job is synonymous with agency's success. Taylor would only support an agency evaluation in addition to the Director's evaluation, not replacing the Director's evaluation. Mahank –if there's a difference between the evaluation of the agency and the Director, we have no current way to evaluate the Director. Feels we need to address a policy to address that. Taylor asks who is the agency? Mahank replies that the Director is the agency and anyone she contracts with from her staff to the trash haulers.

MOTION Munsey that we change it to agency evaluation, second by Miller

6 aye 0 no MOTION passes

Recess called at 11:28am because of lunch crowd needing to come into the dining room. Reconvened at 11:30am in recreation room.

G. Policy Governance Calendar-FY 06-07 Ends
Mahank states this is the final year end review.

#1 Require no waiting lists. 98% compliant. Taylor feels we are 100% compliant in critical areas. The ones we were not compliant in were in a voluntary senior activity. Mahank questions if activities are services the COA provides. Snyder replies that services generally mean in-home services. Service is defined as everything offered by the COA. MOTION by Lange that agency has met end #1 no waiting lists substantially, second by McCray.

#2 MOTION by Lange that the agency is in compliance with end #2, second by Taylor. 6 aye 0 no MOTION passes.

#3 MOTION by Taylor that we accept end #3, second by Lange. 6 aye 0 no MOTION passes.

#4 MOTION by McCray to accept, second by Lange. 6 aye 0 no MOTION passes.

#5 MOTION by Lange that agency is in compliance with end #5, second Taylor. 6 aye 0 no MOTION passes.

#6 Discussion by Taylor and Mahank.

MOTION by Lange that we are not in compliance with end #6, second by Munsey. 6 aye 0 no MOTION passes.

#7 MOTION by Taylor that the agency is in compliance, second by McCray. 6 aye 0 no MOTION passes.

#8 MOTION by Lange that agency is 63% compliant with end #8, administrative costs at 10%, second by Munsey. 6 aye 0 no MOTION passes.

MOTION by Lange that we proceed in fiscal year 07-08 with the current 8 ends as defined, second McCray. 6 aye 0 no MOTION passes.

Mahank reviewed governance policy for this year. Shows for the year that we are 98% compliant. MOTION by Lange that the agency is within 98% of its policies, second by Miller.

6 aye 0 no MOTION passes.

H. Director's Evaluation and Contract Renewal

2.7% COLA increase proposed. Mahank states that agency is coming off a challenging year. Pleased with job the Director is doing, but don't have a lot of money to work with. MOTION by Taylor to reluctantly accept this contract for the Director for the 2008, second by McCray.

6 aye 0 no MOTION passes

PUBLIC COMMENT None.

ADJOURNMENT

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

6 aye 0 no MOTION passes

The meeting was adjourned at 12:09pm.

Jack Mahank, Chairperson

Nicole Alma, Recording Secretary