

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
February 27, 2013 @ Crawford County Commission on Aging

The meeting was called to order at 1:42 p.m. by Chairman Mahank.

BOARD MEMBERS IN ATTENDANCE:

Terrie Lockwood, Carol Lovely, Jack Mahank, Dean McCray, Linda Munsey and Don Williams.

BOARD MEMBERS ABSENT: Lynne Ruden.

ALSO IN ATTENDANCE: Director Snyder and Melanie Conway.

The Pledge of Allegiance was led by Williams. A prayer was offered by Lovely.

AGENDA: Add Item 11.C. Board Meeting Location. Motion by Williams, supported by Lovely to approve the agenda as amended. Ayes (6) six, nays (0) zero. Motion Carried.

PUBLIC COMMENT: None.

STRATEGIC PLAN – STRATEGIC OBJECTIVE #2: Strategic Planning Session

Board began to review Strategic Objective #2 – Space Needs. Existing tasks were reviewed and edited. Discussion ensued regarding the appropriateness of moving forward with this objective before an analysis occurs around moving existing or future programs off-site to relieve space issues. Board agreed to hold any further development of this Strategic Objective and continue this discussion at the next board meeting. Ruden entered at 2:35 p.m.

CONSENT AGENDA:

- A. **Approval of Minutes from Board Meeting January 23, 2013:** Motion by McCray, supported by Munsey to approve the minutes from the January 23, 2013 Board Meeting. Ayes (7) seven, nays (0) zero. Motion carried.

Receive and File Financial Report Ending January 31, 2013: New cover page distributed with corrected month end balance of \$24,571.44. Motion by Williams, supported by Ruden to receive and file the financial report ending January 31, 2013. Ayes (7) seven, nays (0) zero. Motion carried.

CORRESPONDENCE: None.

REPORTS

- A. **Director's Report:** Director Snyder discussed the sequestration chart. Notice was received from AAA stating no cash advances beyond the 6 month award will be approved at this time. Motion by Ruden, supported by Lockwood to receive and file the Director's Report. Ayes (7) seven, nays (0) zero. Motion carried.
- B. **NEMCSA/AAA:** No direct business for COA. NEMCSA is involved in developing a strategic plan.

- C. **Area Agency on Aging Advisory Council:** Earl Corpe reported Barb Selesky was appointed as Vice Chairman. The 3 year Annual Implementation Plan was discussed.
- D. **Gazette Advertising:** Director Snyder offered suggestions for soliciting ads. Advertisers not interested in advertising this FY will be grayed out on report.

OLD BUSINESS

- A. **2013-2015 Strategic Plan:** The initiatives have been updated since last board meeting. Initiative #1, Task #1 – Profit for Senior Gazette, was discussed. Motion by Lovely, supported by Ruden to set Strategic Objective #1, Initiative #1, Task #1 as a goal for individual advertisers to reach 45 in FY 12-13. Ayes (7) seven, nays (0). Motion carried.

New format of Senior Gazette was distributed for board member review. This new format will result in a savings of \$343 per month. Motion by Lovely, supported by Ruden to move forward with the Director's proposal of a larger content 16 page gazette at a reduced cost. Ayes (6) six, nays (1) one. Motion carried.

NEW BUSINESS

- A. **Budget Amendments:** Total of \$7,147.00 in budget amendments. Motion by Ruden, supported by Lovely to accept the budget amendments in the amount of \$7,147. Ayes (7) seven, nays (0) zero. Motion carried.
- B. **Policy Governance Calendar – Governance Process Survey Results:** Results were reviewed. Motion by Williams, supported by Ruden that board has reviewed governance process policies and find the agency to be 100% compliant. Ayes (7) seven, nays (0) zero. Motion carried.
- C. **Location of COA Board Meeting:** The COA Board meeting can no longer be held at the COA due to space conflicts with regular activities. Director of GHC has agreed to allow use of the building across the road beginning in April. Motion by Ruden, supported by Lovely to move April and future board meetings to the building across the street from the COA, with the March 27th meeting held at the Grayling City Hall. Ayes (7) seven, nays (0) zero. Motion carried.

BOARD MEMBER COMMENTS/CONCERNS: Comment that the donated flowers look nice.

PUBLIC COMMENT: Rematch for WII bowling suggested.

ADJOURNMENT: Motion by Williams, supported by Ruden to adjourn. Ayes (7) seven, nays (0) zero. Motion carried. Meeting adjourned at 4:25 p.m.

Jack Mahank, Chairperson

Chris Davis, Recording Secretary