

CRAWFORD COUNTY COMMISSION ON AGING & SENIOR CENTER
Regular Board Meeting
June 24, 2013 @ 305 Lawndale Street, Grayling (across road from Senior Center)

The meeting was called to order at 1:02 p.m. by Chairman Mahank.

BOARD MEMBERS IN ATTENDANCE:

Earl Corpe, Terrie Lockwood, Carol Lovely (entered at 1:35 p.m.), Jack Mahank, Dean McCray, Linda Munsey, and Don Williams

BOARD MEMBERS ABSENT: None

ALSO IN ATTENDANCE: Director Snyder, Melanie Conway and Chris Davis.

The Pledge of Allegiance was led by Corpe. A prayer was offered by Lockwood.

AGENDA: Motion by McCray, supported by Lockwood to approve the agenda. Ayes (6) six, nays (0) zero. Motion carried.

PUBLIC COMMENT: None.

CONSENT AGENDA: Mahank asked that the financial report be removed from the consent agenda.

- A. **Approval of Minutes from Board Meeting May 22, 2013:** Motion by Corpe, supported by Munsey to approve the May 22, 2013 board minutes. Ayes (6) six, nays (0) zero. Motion carried.
- B. **Receive and File Financial Report Ending May 31, 2013:** It was noted the agency is \$5,573 in the red at the end of May. Check has since been received from NEMCSA. As of June 24, 2013, the balance is \$3,350 in red. Fund balance is at \$167,946 and Building Fund balance is \$125,684. Motion by McCray, supported by Corpe to receive and file the financial report ending May 31, 2013 showing negative balance of \$5573.73 and also noting fund balance at \$293,631.44. Ayes (6) six, nays (0) zero. Motion carried.

CORRESPONDENCE: None.

REPORTS

- A. **Director's Report:** Director noted we are in need of a raffle sponsor in the amount of \$500. McCray discussed membership fees. Director clarified invited guests, such as Pool players and Wii Bowlers, will not be charged. Director discussed current budget. Recommended fund balance be used to cover the negative balance at the end of this fiscal year and focus on changes for next fiscal year. Director discussed options, such as eliminating the Congregate satellite meal program, in-home service prioritizing with Homemaking being the least needed service.

Lovely entered at 1:35 p.m.

Another area for budget cuts is to reduce staffing by reducing COA operating hours. The Board would like the Director to set a balanced budget for next fiscal year and not plan to pull from the Fund Balance. Board requested Director to discuss cut to Homemaking services with the Area Agency on Aging (AAA). Motion by Lovely, supported by McCray for Director to contact AAA and investigate options in altering the Homemaking services to meet the budget's needs. Ayes (7) seven, nays (0) zero. Motion carried.

Motion by Lovely, supported by Lockwood, to transfer funds from fund balance at the end of the fiscal year to balance the current year's budget. Roll call taken. Terrie Lockwood-nay; Lovely-Nay; McCray-nay; Mahank-nay; Corpe-nay; Munsey-nay; Williams-nay. Motion failed. Motion by Lovely, supported by Lockwood to transfer a maximum amount of \$20,000 from fund balance at end of the fiscal year to balance the current year's budget. Roll call taken. Lockwood-aye; Lovely-aye; McCray-aye; Mahank-nay; Corpe-aye; Munsey-aye; Williams-aye. Ayes (6) six, nays (1)one. Motion carried.

Lockwood discussed waiting lists being an option. Director will research and report at next month's meeting. Motion by Munsey, supported by Corpe to receive and file the Director's Report. Ayes (7) seven, nays (0) zero. Motion carried.

- B. **NEMCSA/AAA**: Chairman Mahank noted final copy of Annual & Multi-Year (2014-2016) Implementation plan has been passed.
- C. **Area Agency on Aging Advisory Council**: Corpe attended Michiganians Day in Lansing. It will be held Tuesday, June 3, 2014 next year.
- D. **Gazette Advertising**: Gazette Advertising is in the black in the amount of \$3,140 through the June gazette.

OLD BUSINESS

- A. **By Laws – Out of County Board Membership/Annual Review**: Revised by-laws were reviewed. Motion by McCray, supported by Williams to approved the changes under Article 3, Section 1 “who shall be residents of Crawford County and” and delete the “who shall”. Ayes (7) seven, nays (0) zero. Motion carried.

NEW BUSINESS

- A. **Budget Amendments**: Budget amendments were made to the following programs: Congregate, Home Delivered Meals, National Family Caregiver Support, and Homemaking. Motion by Williams, supported by Lockwood to change the budget by \$6,197 to reflect the reduced federal grants. Ayes (7) seven, nays (0) zero. Motion carried.

BOARD MEMBER COMMENTS/CONCERNS: None.

PUBLIC COMMENT: None.

ADJOURNMENT: Motion by McCray, supported by Lockwood to adjourn. Ayes (7) seven, nays (0) zero. Motion carried. Meeting adjourned at 3:15 p.m.

Respectfully Submitted,

Linda Munsey, Secretary

Recorded by Chris Davis