

CRAWFORD COUNTY COMMISSION ON AGING & SENIOR CENTER
Regular Board Meeting
September 25, 2013 @ 305 Lawndale Street, Grayling (across road from Senior Center)

The meeting was called to order at 2:30 p.m. by Chairman Mahank.

BOARD MEMBERS IN ATTENDANCE:

Earl Corpe, Terrie Lockwood, Carol Lovely, Jack Mahank, Dean McCray, and Linda Munsey.

BOARD MEMBERS ABSENT: None

ALSO IN ATTENDANCE: Director Snyder, Melanie Conway, Chris Davis, April Thayer-Ashton, Barb McCray, Karen Gribb, Pat Corpe and Connie Sedgwick.

Chairman Mahank introduced April Thayer-Ashton, newly elected board member. Thayer-Ashton will be an official board member in October's meeting.

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

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

PUBLIC COMMENT: None.

CONSENT AGENDA:

- A. **Approval of Minutes from Board Meeting August 28, 2013**
- B. **Approval of Minutes from Board Meeting September 5, 2013**
- C. **Receive and File Financial Report Ending August 31, 2013**

Motion by McCray, supported by Lockwood to approve the Consent Agenda which includes the minutes from the August 28, 2013 Board meeting, the minutes from the September 5, 2013 Board meeting and the Financial Report ending August 31, 2013. Ayes (6) six, nays (0) zero. Motion carried.

CORRESPONDENCE: Mahank received letter dated 8/21/13 from NEMCSA to Jack Mahank serving as notification of reappointment to the Executive & Program Planning & Evaluation Committees of NEMCSA Board of Directors. Motion by Lovely, supported by Lockwood to receive and file the correspondence from NEMCSA. Ayes (6) six, nays (0) zero. Motion carried.

REPORTS

- A. **Director's Report:** Director noted it appears the COA will end \$22,500 in the red. Concern mentioned by Corpe regarding out of county membership fees. Motion by Corpe to put the membership on hold until discussed by board. No support. Motion failed. Motion by Corpe to change membership fee to \$25 per year. No support. Motion failed. Since the time that the Board discussed it last, the Director clarified that under 60 Crawford County residents will be not charged. There is no scholarship money available for out of county residents as they have the opportunity to visit their own Senior Center at no cost. Director noted they are working on criteria to prioritize In Home Services. Motion by Munsey, supported by Lockwood to receive and file the Director's Report. Ayes (6) six, nays (0) zero. Motion carried.

- B. **NEMCSA/AAA**: Regular meeting was held; however, there was no direct business for this board. Mahank noted foster grandparent and senior companion grant requests were approved. New law requires a Level 3 Criminal History Background Check on these volunteers.
- C. **Area Agency on Aging Advisory Council**: Corpe reported the By-Laws were reviewed and revised. Discussion regarding reappointment of Corpe to the Council. Corpe's term expires in December 2013. Decision to wait until written notification is received from the AAA.
- D. **Gazette Advertising**: Gazette Advertising profit is approximately \$6,225 if all advertisers pay in full. Board was asked for assistance in collecting outstanding payments.

OLD BUSINESS: None.

NEW BUSINESS

- A. **COA Financial Assessment**: There were no citations reported in the assessment. Motion by Lovely, supported by McCray to receive and file the September 3, 2013 annual financial assessment by NEMCSA showing the COA is 100% compliant. Ayes (6) six, nays (0) zero. Motion carried.
- B. **Budget Amendments**: Budget amendments were reviewed of \$625 for Homemaking and \$1,000 for Technology grant with \$112 match. Motion by Lockwood, supported by Lovely to approve the additional funding budget amendment of \$1,737.00. Ayes (6) six, nays (0) zero. Motion carried.
- C. **Congregate Satisfaction Survey**: This is the first year to have the question regarding overall quality for all surveys. Motion by McCray, supported by Lovely to receive and file the Congregate Meal Satisfaction survey. Ayes (6) six, nays (0) zero. Motion carried.
- D. **HDM Satisfaction Survey**: It was noted return rate was low at 20%. Suggestion to do phone survey instead of paper survey. Motion by Corpe, supported by Lovely to receive and file the HDM Satisfaction Survey. Ayes (6) six, nays (0) zero. Motion carried.
- E. **IHS Satisfaction Survey**: Suggestion to use volunteers to make the phone calls for phone surveys. Motion by Munsey, supported by Corpe to receive and file the IHS Satisfaction Survey. All surveys will be posted on the COA website. Ayes (6) six, nays (0) zero. Motion carried.
- F. **Governance Calendar – FY 13-14 Meeting Schedule**: Meeting dates and times were discussed. Meetings will be 4th Wednesday at 1 p.m. at the county building. Next meeting will be October 23, 2013 at 1 p.m. December's meeting will be Wednesday, December 18th at 3:30 p.m. Motion by Lockwood, supported by Lovely to hold the COA meetings on the 4th Wednesday of every month at 1 p.m. except December. December's meeting will be December 18th at 3:30 p.m. Ayes (6) six, nays (0) zero. Motion carried.
- G. **Governance Calendar – Perpetual Board Calendar**: Motion by McCray, supported by Lockwood to approve the 2013-14 Board Governance Calendar as presented. Ayes (6) six, nays (0) zero. Motion carried.

BOARD MEMBER COMMENTS/CONCERNS: Corpe discussed excess funds in Wii account. Motion by Corpe for Director to provide monthly account balance information to Wii Bowlers. No support. Motion failed.

PUBLIC COMMENT: Pat Corpe noted some people will not answer phone surveys. Further discussion with public regarding Wii bowling funds.

ADJOURNMENT: Motion by McCray, supported by Lockwood to adjourn. Ayes (6) six, nays (0) zero. Motion carried. Meeting adjourned at 4:30 p.m.

Respectfully Submitted,

Linda Munsey, Secretary

Recorded by Chris Davis