

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
April 24, 2008 @ Grayling Senior Center

The meeting was called to order at 1:04 pm by Chairman Mahank.

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

Also in attendance: Director Snyder, Melanie Conway, Chris Davis, Kara LaMarre and guests.

The Pledge of Allegiance was led by Lynn Hagon. The invocation was offered by Joan Miller.

AGENDA

Add Item B – Proposed County Ordinance to the agenda under New Business. Motion by Lange, supported by Munsey, to approve the agenda as amended. Ayes (7) seven, nay (0) none. Motion Carried.

MINUTES

Linda Munsey noted her name was spelled incorrectly in the March minutes. Motion by McCray, supported by Miller, to approve the minutes of the March 27, 2008 board meeting with correction noted. Ayes (7) seven, nay (0) none. Motion Carried.

FINANCIAL REPORT

At this time the budget shows \$23,837.86 in the black after 6 months. Director Snyder noted this figure would have been \$17,337 if Administrative Assistant and Program Assistant vacancies had been filled. Motion by McCray, supported by Lange, to receive and file the financial report. Ayes (7) seven, nay (0) none. Motion Carried.

CORRESPONDENCE

No correspondence received.

REPORTS

- A. **Director's Report** - Director's report was discussed. The Administrative Assistant position and the two Kitchen Assistant positions have been filled; however, one kitchen assistant will be leaving May 2, 2008 for full-time employment. It was noted a Kirtland college student will assist in writing a grant. One of the grants is to Great Lakes Energy. Board members were asked to complete a short survey for GLE, which is a requirement for the grant. Tulip Festival was discussed. Board members are providing their own transportation. Board members will not be attending the show because it is the same time as the Evergreen Center tour. Motion by Lange, supported by Taylor, to receive and file the Director's Report. Ayes (7) seven, nay (0) none. Motion Carried.
- B. **NEMCSA** - No report at this time. Kara from Area Agency on Aging was introduced and was here to observe the board meeting.
- C. **Area Agency on Aging** – There was no meeting last month. The next meeting is 4-28-08.

D. Building – Director Snyder discussed the building report. Architect inspection dates are being scheduled for the Eagles building and the Fish Hatchery building. Board members may attend and will notify them of dates/times. A report should be received before next board meeting. Director has met with Joe Duran regarding the parking at Shoppenagon Hotel and Ben Franklin. Both of those options have 94+ parking spaces available, which is above the parking requirement. Director will move forward in the due diligence process and schedule an architect to evaluate those buildings. A meeting with the City is scheduled for the beginning of May to discuss the extension of city water/sewer to those properties outside the city limits. The new building site would most likely require city water/sewer; therefore, recommendation from Director would be to eliminate sites that would not have city water/sewer accessible. Director has discussed the appropriations request process with Congressman Stupak and is available if Board members would like copies. Price negotiations will need to be completed on all properties except the Fish Hatchery. Price negotiation is not a public process. Mike Lange volunteered and was appointed by the Chair to attend price negotiation meetings with the Director. New proposed building locations are being reviewed. A 5 acre vacant parcel just northwest of the I-75/M-72 intersection has been gifted to the VFW by the Cedar's family. Board agreed this option should be pursued along with the County property behind Scheer Motors.

OLD BUSINESS

A. Kitchen Air Conditioning – Director Snyder discussed the problems with temperature and heat in kitchen last year, resulting in kitchen closure for several days. Director is not confident that repair was made. A Heat Stress Policy has been drafted. Director will present the policy at the Grayling Housing Commission meeting on May 13th and ensure a commitment regarding repair timeline if equipment fails. Director will also ask Grayling Housing Commission for more ventilation in kitchen which may result in a cost.

NEW BUSINESS

- A. Policy Governance Calendar-Evaluation of Ends** – The Measurement of Ends were reviewed and discussed. Motion by Taylor, supported by Lange, to receive and file the 6 month report on Ends. Ayes (7) seven, nay (0) none. Motion Carried.
- B. Proposed County Ordinance** – Taylor discussed the proposed county ordinance which would charge fees to agencies putting on an event.

PUBLIC COMMENT

There was discussion with the public regarding the architect evaluations and proposed buildings. Director Snyder noted all of the inspections will be in the due diligence document that will be presented to the board.

Different building options were discussed with the public. Chairman Mahank noted the due diligence process is being followed for each building.

ADJOURNMENT

Motion by McCray, supported by Munsey, to adjourn. Aye, (7) seven, nay (0) none. Motion Carried. Meeting adjourned at 1:43pm.