

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
January 26, 2011 @ Grayling Senior Center

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

Board Members in Attendance: Linda Munsey, Jack Mahank, Helen Nolan, Dean McCray and Don Williams (arrived @ 1:30 pm)

Board Members absent: Howard Taylor, absent with notice

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

The Pledge of Allegiance was led by Linda Munsey. The invocation was offered by Helen Nolan.

AGENDA – Motion by McCray supported by Nolan, to approve the agenda. Ayes (4) Four, Nays (0) zero. Motion Carried

MINUTES – Under FY 09-10 Annual Report “proceed in raising the under 60 suggested donation to \$3.25 and the under 60 to \$5.50” needs to read “~~over~~ 60 suggested donation to \$3.25”. Motion by McCray supported by Nolan to approve the minutes as amended for the December 22, 2010 Board Meeting. Ayes (4) Four, nays (0) zero. Motion carried.

FINANCIAL REPORT – Financial report shows the COA in the black \$17,024. Motion by McCray, supported by Nolan, to receive and file the financial report ending December 31, 2010. Ayes (4) Four, nays (0). Motion carried

CORRESPONDENCE – None at this time.

REPORTS

- A. Director’s Report** – Director Snyder began with an additional item relating to the current staffing levels not being enough to meet the existing service need. There has been an increase in comments regarding the lack of support we are providing. The Activities position has been vacant since May 2010 and the Administrative Assistant position has been vacant since April 2009. There have been two people hired, but they were only here for not more than three months. Chris Davis has been working an average of five hours per week. Director Snyder presented a list of tasks from these two vacant positions that are still getting done between the Director and Assistant Director. They have their own job duties plus they have been doing these additional positions/work. Director Snyder asked the board and asked the board to help seniors to be aware of the vacant position duties that are being carried out on top of regular duties. The current staff is not able to do everything as timely as when positions are filled.

Dean mentioned about going back to doing monthly rummage sales to raise money and getting volunteers to do the work. Director Snyder stated that there is not a staff member to manage the volunteers and there currently is not enough space to store items. The big summer rummage sale will still be happening next summer.

Chairman Mahank commented that if the current situation continues, the Director and Assistant Director will get burned out. The appropriate number of staffing is needed if the current level of services is going to be provided. A decision needs to be made regarding if money will be taken out of the fund balance or if the COA needs to cut services. There are going to be more funding cuts coming. The COA is currently looking into raising the suggested donation rates. Director Snyder is going to talk to other COAs to see how they figure their cost per unit for their suggested donation. Currently more money is received for congregate meals than for home delivered meals. The Director will talk to NEMCSA to see if money from the congregate meal program can be transferred into home delivered meals.

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- B. NEMCSA/AAA** Nothing was reported at the last meeting. Carly Jacques the Housing Coordinator was in attendance and spoke about her new position with

NEMCSA. She is helping people return to the community from nursing facilities. She is from the Alpena office, but covers the 12 county region.

- C. **Area Agency on Aging Advisory Council** Earl was in attendance and reported the current senior population increased by 2.2%. Changes are going to be made and new ideas are being looked at because of the baby boomers. Earl will continue to collect information.
- D. **Gazette Advertising** – The current total sales is \$8,382 and with the new ads coming in it will total \$9,534. The goal is \$10,320. All the board members are working on their list. Jack read a list of potential advertisers.

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- B. **Governance Process Evaluation Survey**: The survey needs to be filled out and left with Director Snyder.

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ADJOURNMENT

Motion by Munsey, supported by Nolan to adjourn. Ayes (5) five, nays (0) zero. Motion carried. Meeting adjourned at 3:45 pm.

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NEW BUSINESS

- A. **Commissioners Survey**: Jack read the Crawford County Commission on Aging: Crawford County Commissioner Assessment dated December 15, 2010. Motion by McCray, supported by Nolan to receive and file the commissioners' survey. Ayes (5) five, nays (0) zero.
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ADJOURNMENT

Motion by Munsey, supported by Nolan to adjourn. Ayes (5) five, nays (0) zero. Motion carried. Meeting adjourned at 3:45 pm.

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CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
January 26, 2011 @ Grayling Senior Center

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

Board Members in Attendance: Linda Munsey, Jack Mahank, Helen Nolan, Dean McCray and Don Williams (arrived @ 1:30 pm)

Board Members absent: Howard Taylor, absent with notice

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

The Pledge of Allegiance was led by Linda Munsey. The invocation was offered by Helen Nolan.

AGENDA – Motion by McCray supported by Nolan, to approve the agenda. Ayes (4) Four, Nays (0) zero. Motion Carried

MINUTES – Under FY 09-10 Annual Report “proceed in raising the under 60 suggested donation to \$3.25 and the under 60 to \$5.50” needs to read “~~over~~ 60 suggested donation to \$3.25”. Motion by McCray supported by Nolan to approve the minutes as amended for the December 22, 2010 Board Meeting. Ayes (4) Four, nays (0) zero. Motion carried.

FINANCIAL REPORT – Financial report shows the COA in the black \$17,024. Motion by McCray, supported by Nolan, to receive and file the financial report ending December 31, 2010. Ayes (4) Four, nays (0). Motion carried

CORRESPONDENCE – None at this time.

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- A. **Commissioners Survey**: Jack read the Crawford County Commission on Aging: Crawford County Commissioner Assessment dated December 15, 2010. Motion by McCray, supported by Nolan to receive and file the commissioners' survey. Ayes (5) five, nays (0) zero.
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January 26, 2011 @ Grayling Senior Center

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

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Board Members absent: Howard Taylor, absent with notice

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

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AGENDA – Motion by McCray supported by Nolan, to approve the agenda. Ayes (4) Four, Nays (0) zero. Motion Carried

MINUTES – Under FY 09-10 Annual Report “proceed in raising the under 60 suggested donation to \$3.25 and the under 60 to \$5.50” needs to read “~~over~~ 60 suggested donation to \$3.25”. Motion by McCray supported by Nolan to approve the minutes as amended for the December 22, 2010 Board Meeting. Ayes (4) Four, nays (0) zero. Motion carried.

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CORRESPONDENCE – None at this time.

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- B. **Governance Process Evaluation Survey**: The survey needs to be filled out and left with Director Snyder.

BOARD MEMBERS COMMENTS/CONCERNS

Howard Taylor will be gone the next two months. Jack will be gone for the month of February and Director Snyder might possibly be gone also. If this happens all other board members will need to attend the February meeting for a quorum. Motion by Nolan, supported by Munsey, to cancel the February board meeting due to absences and to meet again in March. Ayes (5), nays (0) zero. Motion carried.

PUBLIC COMMENT

Karen Gribb is amazed at the number of the Gazettes that get mailed. She was wondering if we could save on postage costs. The Director informed her that the Gazette policy states that active people that come to the senior center do not get a Gazette mailed to them and that postage was a small percentage of total Gazette costs.

ADJOURNMENT

Motion by Munsey, supported by Nolan to adjourn. Ayes (5) five, nays (0) zero. Motion carried. Meeting adjourned at 3:45 pm.

Jack Mahank, Chairperson

Natalie Chick, Recording Secretary