

CRAWFORD COUNTY COMMISSION ON AGING & SENIOR CENTER
Regular Board Meeting
August 21, 2018 @ 308 Lawndale St., Grayling

The meeting was called to order at 6:00 p.m. by Jamie McClain.

BOARD MEMBERS IN ATTENDANCE:

Jamie McClain, Sandy Woods, Lorelei King, Jason Thompson, Marc Dedenbach, and Susan Hensler.

BOARD MEMBERS ABSENT: Greg Dulkowski with notice.

ALSO IN ATTENDANCE: Alice Snyder and Lynn Cheney

The Pledge of Allegiance led by McClain. A prayer was offered by King.

CONFLICT OF INTEREST: None

AGENDA:

Motion by Dedenbach to approve the agenda, supported by King. Ayes (6) six, nays (0) zero. Motion carried.

PUBLIC COMMENT: None

Minutes:

Motion by King to approve the minutes dated July 24, 2018 and August 6, 2018, supported by Woods. Ayes (6) six, nays (0) zero. Motion carried.

Financial Report:

Department 618 Waiver meals were discussed. Director Snyder stated that the balance sheet was added after the financial statement. The contingency fund is usually at 3 months operating expenses, it will be short about twelve hundred dollars for the next fiscal year.

Motion by Dedenbach to receive and file the financial report ending July 31, 2018, supported by King. Ayes (6) six, nays (0) zero. Motion carried.

CORRESPONDENCE:

EDUCATIONAL SPOTLIGHT – SOCIAL ISOLATION (ARTICLE) & HOME CARE SHORTAGE (VIDEO) <https://www.pbs.org/newshour/show/why-does-one-of-the-most-needed-jobs-pay-so-poorly>

Discussed the social isolation article and watched the home care shortage video.

REPORTS:

A. **NEMCSA & NORTHEAST MICHIGAN REGIONAL COUNCIL ON AGING – Earl Corpe**
Corpe was not present.

B. **DIRECTOR'S REPORT:**

Director Snyder discussed the Directors Report. Sara Humphreys, part time receptionist, has put in her resignation. The position has posted. Katilyn Grieb the fitness and wellness coordinator has started, she needs to get certified to teach the fitness classes. Director Snyder stated that we are estimating to end the year in the black about four to five thousand dollars.

Motion by Dedenbach to receive and file the director's report, supported by Woods. Ayes (6) six, nays (0) zero. Motion carried.

UNFINISHED BUSINESS:

NEW BUSINESS:

A. Budget Amendments:

Discussed the budget amendments.

Motion made by King to approve the Budget Amendments dated August 17, 2018, supported by Woods. Ayes (6) six, nays (0) zero. Motion carried.

B. FY 18-19 Director Contract:

Discussed the Director and Assistant Directors Contract. The leave section has a change, vacation days are no longer carried over. Discussed the non-discrimination clause in the contract regarding transgender orientation.

Motion made by Dedenbach to approve the Director's Contract, supported by King. Ayes (6) six, nays (0) zero. Motion carried.

C. FY 18-19 Assistant Director Contract:

Discussed the Assistant Director contract.

Motion made by Dedenbach to approve the Assistant Director's Contract, supported by Woods. Ayes (6) six, nays (0) zero. Motion carried.

D. Administrative Assistant Contract:

Discussed the Administrative Assistant contract. Discussed the changes including the cost of living increase of 3%, and allowing carry over vacation days until the end of the new contract.

Motion made by King to approve the Administrative Assistant Contract, supported by Dedenbach. Ayes (6) six, nays (0) zero. Motion carried.

E. FY 18-19 Budget:-

Discussed the FY 18-19 budget. Director Snyder stated the Area Agency on Aging recommends using the grant money received this fiscal year to plan for next year. Joe Wakeley from the county gave us the millage dollars to budget for next year.

Motion made by Dedenbach, to approve the proposed budget for FY 18-19, supported by King. Roll Call: McClain-Aye, Woods-Aye, King-Aye, Dedenbach -Aye, Thompson-Aye, and Hensler-Aye. Ayes (6) six, nays (0) zero. Motion carried.

BOARD MEMBER COMMENTS/CONCERNS:

Dedenbach asked if there were any updates on the Community Center. McClain stated that the meeting in on Thursday August 23, 2018.

Woods asked Director Snyder if there were any updates about the new meals that was brought up at the budget meeting? Director Snyder stated that the COA is almost ready to send them to the AAA for approval. The kitchen staff will be doing almost all the cooking from scratch. The menus will start October 1, 2018. It will be a lot of work for the kitchen, with the new receipts and products.

PUBLIC COMMENT:

None.

ADJOURNMENT: Motion by Woods, supported by King to adjourn the meeting at 7:00pm. Ayes (6) six, nays (0) zero. Motion carried.

Respectfully Submitted,

Sandy Woods, Secretary

Recorded by Lynn Cheney