

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
November 28, 2012 @ Crawford County Commission on Aging

The meeting was called to order at 2:35 p.m. by Chairman Mahank.

BOARD MEMBERS IN ATTENDANCE:

Carol Lovely, Jack Mahank, Dean McCray, Linda Munsey, Lynne Ruden and Don Williams.

BOARD MEMBERS ABSENT: Terrie Lockwood

ALSO IN ATTENDANCE: Director Snyder, Melanie Conway, and Kara LaMarre.

The Pledge of Allegiance was led by Munsey. A prayer was offered by Lovely.

PUBLIC COMMENT: None.

AGENDA: Director Snyder asked to switch Items 10.A. and 10.B. Motion by McCray, supported by Williams to approve agenda as amended. Ayes (6) six, nays (0) zero. Motion Carried.

Terrie Lockwood entered the meeting at 2:38 p.m

Chairman Mahank explained the consent agenda for use at future meetings.

MINUTES: Motion by Williams, supported by Ruden to approve the October 24, 2012 board minutes. Ayes (7) seven, nays (0) zero. Motion carried.

YEAR END FINANCIAL REPORT ENDING SEPTEMBER 30, 2012: The budget shows that the agency ended the fiscal year in the black \$11,957.52. This balance will be moved to the building fund balance. Motion by Lovely, supported by Ruden to receive and file the financial report for the year ending September 30, 2012. Ayes (7) seven, nays (0) zero. Motion carried.

FINANCIAL REPORT ENDING OCTOBER 31, 2012: The budget shows that the agency is operating in the black \$12,371.23. Motion by Ruden, supported by Lockwood to receive and file the financial report for the month ending October 31, 2012. Ayes (7) seven, nays (0) zero. Motion carried.

CORRESPONDENCE: Chairman Mahank noted card was received from COA staff thanking the Board for the Christmas wreaths.

REPORTS

- A. **Director's Report:** Director Snyder noted an increase to the suggested Home Delivered Meal donation is being considered. Surveying the seniors is the beginning of the process required to raise the donation amount. A survey was recently sent to the HDM clients. 73% of surveys returned indicated no objection with raising the suggested donation from \$2.00 to \$2.50. The next steps in the process are to receive Board approval and AAA approval. Motion by Lovely, supported by Williams indicating the Board has reviewed the Director's request to increase the HDM meal donation from \$2.00 to \$2.50 and the Board has no objection. Ayes (7) seven, nays (0). Motion carried.

Director Snyder discussed the cuts involved in the “fiscal cliff”. Michigan’s total cut would be approximately \$3.7 million, and the decrease for the COA would be \$3,000.

Karl Schreiner reported on the proposal of the elimination of the business personal property tax. This would result in a loss to the COA of approximately \$18,000. Director Snyder requested approval to draft a letter to the State Representative and State Senator on behalf of the Board opposing the current proposal and guaranteeing a replacement of 80% or greater of funds. Motion by Williams, supported by Lovely that the Director issue a letter to our State Senator and State Representative asking for a guarantee replacement of 80% or greater. Ayes (7) seven, nays (0). Motion carried.

Director Snyder discussed the possible printing changes to the Gazette. \$400 per month savings is required to make the budget. Printing through the Avalanche would create a \$300 per month savings and would result in a much more enhanced product. Black and white only would save an additional \$100 per month. The COA may also begin charging Crawford County Under 60 residents the \$20 subscription charge for the Gazette to be mailed to them. Board has no objection to changes in the publication but did suggest beginning with black and white format. Motion by Ruden, supported by Lockwood to receive and file the Director’s Report. Ayes (7) seven, nays (0) zero. Motion carried.

B. NEMCSA/AAA: Kara LaMarre reported NEMCSA has changed the Kinship Care request application. NEMCSA has received a grant for an evidence based disease prevention program. Chairman Mahank reported NEMCSA needs assessment information will be received in the near future. Chairman Mahank discussed the new Ogemaw County Senior Center which was built by the local high school building trades and suggested we might want to take a field trip to review this type of partnership.

C. Area Agency on Aging Advisory Council: – No report. The next meeting is December 3, 2012.

D. Gazette Advertising: - Administrative Assistant will be sending emails to Board Members with reminders of expiring ads, etc.

OLD BUSINESS – None.

NEW BUSINESS

A. Policy Governance Calendar – FY 11-12 Ends: The Measurement of Ends was reviewed. Discussion regarding membership fees for out of county/under 60 activity participants. Survey results were reviewed. Motion by McCray, supported by Williams that Board has reviewed the Ends Policies #1 through #8 and found the agency to be 95.4% in compliance. Ayes (7) seven, nays (0) zero. Motion carried.

B. Strategic Plan & SWOT Analysis – Moving Forward: Director Snyder reviewed the summary of the Strategic Planning Session. Director Snyder proposed this plan and responses be discussed at a future meeting in order to determine a formal vision for the COA.

C. Budget Amendments FY 11-12: Director Snyder reported the County asked the budget be amended to show amount budgeted is equal to or greater than expenditures. Motion by Ruden, supported by Lovely to accept the budget amendment of \$17,000. Ayes (7) seven, nays (0) zero. Motion carried.

D. Budget Amendments FY 12-13: Director Snyder reported these amendments are AAA grant adjustments. Motion by Ruden, supported by Lovely to accept a budget amendment of \$20,099. Ayes (7) seven, nays (0) zero. Motion carried.

BOARD MEMBER COMMENTS/CONCERNS: McCray noted the importance of seeking out potential gazette advertisers in the community.

PUBLIC COMMENT: No public comment.

ADJOURNMENT: Motion by Lovely, supported by Williams to adjourn. Ayes (7) seven, nays (0) zero. Motion carried. Meeting adjourned at 4:15 p.m.

Jack Mahank, Chairperson

Chris Davis, Recording Secretary