

CRAWFORD COUNTY COMMISSION ON AGING & SENIOR CENTER
Regular Board Meeting
October 23, 2013 @ 200 Michigan Ave., Grayling (Crawford County Courthouse)

The meeting was called to order at 1:03 p.m. by Chairman Mahank.

BOARD MEMBERS IN ATTENDANCE:

Earl Corpe, Carol Lovely, Jack Mahank, Dean McCray, Linda Munsey and April Thayer-Ashton.

BOARD MEMBERS ABSENT: Terrie Lockwood, absent with notice.

ALSO IN ATTENDANCE: Director Snyder, Melanie Conway, and Chris Davis.

The Pledge of Allegiance was led by Thayer-Ashton. A prayer was offered by Lovely.

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

PUBLIC COMMENT: None.

CONSENT AGENDA: Motion by Lovely, supported by Munsey to approve the consent agenda. Ayes (6) six, nays (0) zero. Motion carried.

A. Approval of Minutes from Board Meeting September 25, 2013

B. Receive and File Financial Report Ending September 30, 2013

CORRESPONDENCE: None

REPORTS

- A. Director's Report:** Discussion regarding staffing and morale among staff with staffing cuts. Discussion regarding golf outing. There has been no further notification regarding federal grant monies for this fiscal year. Director will discuss the impact on COA and county coverage for monthly expenses with Paul Compo for further clarification. Discussion regarding ballot distribution for the congregate meal increase. Director noted there is still outstanding gazette revenue for FY 12-13. AAA made recommendation to leave the Intrastate Funding Formulas as is, review on a five year cycle, and implement a four year phase-in for funding changes. Discussion regarding Service Report. Total cost per unit of IHS is \$19.69, and this rate does not include the Assistant Director's administration time. Director noted the going rate for this service is \$20-\$25; therefore, Director feels Private Fee for Service program may not be a revenue generating service. Director will bring strategy for assessing IHS clients to next board meeting for board's approval to present to AAA. Motion by Lovely, supported by Corpe to receive and file the Director's Report, including all attachments. Ayes (6) six, nays (0) zero. Motion carried.
- B. NEMCSA/AAA:** Regular meeting was held; however, there was no direct business for this board.
- C. Area Agency on Aging Advisory Council:** No report.
- D. Gazette Advertising:** Total dollar amount in October and November for advertising is down compared to the last 6 months of FY 12-13.

OLD BUSINESS: None.

NEW BUSINESS

- A. **Appointment to Northeast Michigan Regional Council on Aging:** Director received notice that Earl Corpe's position to the Northeast Michigan Regional Council on Aging is expiring. Motion by Munsey, supported by Lovely to reappoint Corpe for another term on the Northeast Michigan Regional Council on Aging. Ayes (6) six, nays (0) zero. Motion carried.
- B. **Allocation of Staffing Expenses:** Staffing expenses for fundraising/activities and IHS Department were reviewed. It was noted the Activities/Volunteer Coordinator's wages and benefits are not included in Department 620. Wages and benefits for the Assistant Director are not included in the In-Home Services departments. If those wages/benefits are reflected the Senior Center Activities would not support themselves by \$23,563. None of the In-Home Services would support themselves either.
- C. **Revenue Generation:** The COA conducted a survey of congregate clients and HDM clients asking for an increase in the suggested meal donation to \$3.00 or \$3.50. 63% of congregate supported an increase to \$3.00. 50% of HDM supported an increase of some sort; however, HDM had 44% asking to stay at current suggested donation of \$2.50. Director feels congregate revenue will increase; however, HDM will not. Letter to AAA asking for approval for the increase was reviewed. Motion by Thayer-Ashton, supported by Lovely, to approve the Director sending letter to AAA increasing the suggested donation for Congregate & Home Delivered meals from \$2.50 to \$3.00. Ayes (6) six, nays (0) zero. Motion carried. Director is considering increasing the soup/salad bar to \$3.00 so all meals would be the same price. Discussion regarding activity fees being charged to all people attending activities, regardless of age or county. Discussion regarding possible millage increase. Revenue generation will be on the agenda at next month's meeting for further discussion.
- D. **Budget Amendments:** An additional \$62 of Federal grant – NSIP was received for Congregate and \$116 for HDM for last FY. Motion by Lovely, supported by Munsey to approve the budget amendments JE #9366. Ayes (6) six, nays (0) zero. Motion carried.
- E. **Governance Calendar – Community Plan Update:** Update was reviewed. Motion by Munsey, supported by Thayer-Ashton to receive and file the FY 2014-16 Community Plan Board Update. Ayes (6) six, nays (0) zero. Motion carried.

BOARD MEMBER COMMENTS/CONCERNS: None

PUBLIC COMMENT: None

ADJOURNMENT: Motion by Corpe, supported by Lovely to adjourn. Ayes (6) six, nays (0) zero. Motion carried. Meeting adjourned at 3:20 p.m.

Respectfully Submitted,

Linda Munsey, Secretary

Recorded by Chris Davis