

## **MINUTES**

CRAWFORD COUNTY COMMISSION ON AGING  
Regular Board Meeting  
September 25, 2008 @ Grayling Senior Center

The meeting was called to order at 1:05 pm by Chairman Mahank.

**Board members in attendance:** Mike Lange, Jack Mahank, Dean McCray, Linda Munsey, Helen Nolan, and Don Williams.

**Board members absent:** Howard Taylor, absent with notice.

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

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

## **AGENDA**

Motion by McCray, supported by Lange, to accept the agenda with addition after Public Comment of Union Negotiations – closed session. Ayes (6) six, nay (0) none. Motion Carried.

## **MINUTES**

Motion by Nolan, supported by Williams, to approve the minutes of the August 28, 2008 board meeting. Ayes (6) six, nay (0) none. Motion Carried.

## **FINANCIAL REPORT**

At this time the budget shows \$28,181.16 in the black after 11 months (8/31/08). Director noted the fiscal year will be ended in the black, with some needed items purchased. Motion by McCray, supported by Nolan, to receive and file the financial report ending August 31, 2008. Ayes (6) six, nay (0) none. Motion Carried.

**CORRESPONDENCE** - No correspondence has been received.

## **REPORTS**

- A. **Director's Report** - Director's report was discussed. Motion by Williams, supported by McCray, to receive and file the Director's Report, except for Building Report section which will be reviewed later in the meeting. Ayes (6) six, nay (0) none. Motion Carried.
- B. **NEMCSA** – None at this time.
- C. **Area Agency on Aging** – Report submitted by Ron Gribb for the August 25, 2008 AAA meeting was reviewed.
- D. **Building** – Director noted the build-new report is complete. Director noted conflicts in current board meeting schedule and also recommended scheduling a separate meeting to discuss the building project. Motion by Lange, supported by Williams, to move the regular COA meeting scheduled from October 23, 2008 at 1:00 p.m. to October 22, 2008 at 1:00 p.m. Ayes (6) six, nay (0) none. Motion carried. Discussion regarding building review process to be utilized and timeline. Director Snyder will counsel with Lifespan Design and architects to schedule a time to meet with the Board so that information can be presented to complete the building due

diligence spreadsheet. Discussion regarding the need to hold a public session for public to view different building options and to express comments.

**OLD BUSINESS** - None.

**NEW BUSINESS**

- A. **Policy Governance Calendar – Review of Perpetual Board Calendar** – Perpetual calendar and changes were reviewed. Motion by Lange, supported by McCray, to accept the revised policy governance calendar. Ayes (6) six, nay (0) none. Motion Carried.
- B. **Annual Meeting Schedule FY 08-09 Election of Officers** – Currently, board meetings are held the 4<sup>th</sup> Thursday of each month at 1:00 p.m. Motion by Williams, supported by McCray, to schedule board meetings for the 4<sup>th</sup> Wednesday of each month at 1:00 p.m., except for December which will be by 12/18/08 at 9:00 a.m. Ayes (6) six, nay (0) none. Motion Carried.

**PUBLIC COMMENT**

Public comment was heard.

2:15 pm - Break for 5 minutes before closed session.

**Union Negotiations – Closed session** Motion by Lange, supported by Munsey, to enter closed session to discuss contract negotiations. Ayes (6) six, nay (0) none. Motion Carried. Closed session began at 2:21 p.m. with Director and Assistant Director present.

Closed session ended at 2:43 pm Motion by Lange, supported by Munsey, to end closed session. Ayes (6) six, nay (0) none. Motion Carried.

Motion by Lange, supported by Nolan, to approve the minutes from the closed session. Ayes (6) six, nay (0) none. Motion Carried.

**ADJOURNMENT**

Motion by Lange, supported by Nolan, to adjourn. Ayes (6) six, nay (0) none. Motion Carried. Meeting adjourned at 2:47 p.m.

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Jack Mahank, Chairperson

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Chris Davis, Recording Secretary