

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
November 26, 2008 @ Grayling Senior Center

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

Board members in attendance: Jack Mahank, Dean McCray, Linda Munsey, Helen Nolan, Howard Taylor and Don Williams.

Board members absent: Mike Lange

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

The Pledge of Allegiance was led by Don Williams. The invocation was offered by Helen Nolan.

Mike Lange entered at 1:05 p.m.

AGENDA – Add Item B. Year End Report to County Board of Commissioners. Motion by McCray, supported by Munsey, to approve the agenda as amended. Ayes (7) seven, nay (0). Motion carried.

MINUTES

Motion by Williams, supported by McCray, to approve the minutes of the October 21, 2008 special board meeting. Ayes (7) seven, nay (0) none. Motion carried.

Motion by Munsey, supported by Nolan, to approve the minutes of the October 22, 2008 board meeting. Ayes (7) seven, nay (0) none. Motion carried.

Motion by McCray, supported by Lange, to approve the minutes of the November 12, 2008 special board meeting. Ayes (7) seven, nay (0) none. Motion carried.

FINANCIAL REPORT

At this time the budget shows \$576.14 in the black after 1 month (10/31/08). Discussion regarding separation of waiver accounts into two separate departments. Department 617 is for contracted In Home Services and Department 618 is for contracted meals. Note was made that it was a 3 payroll month. Motion by McCray, supported by Munsey, to receive and file the financial report ending October 31, 2008. Ayes (7) seven, nay (0) none. Motion carried.

YEAR END 07-08 FINANCIAL REPORT

Fiscal year 07-08 ended with a balance of \$2,935.61. This will move into the fund balance account. Motion by Williams, supported by Lange, to receive and file the year end financial report ending September 30, 2008. Ayes (7) seven, nay (0) none. Motion carried. Fund balance report will be made to the Board after the auditors are completed.

CORRESPONDENCE - No correspondence has been received.

REPORTS

- A. **Director's Report** - Director's report was discussed. Motion by Lange, supported by McCray, to receive and file the Director's Report. Ayes (7) seven, nay (0) none. Motion carried.

- B. **NEMCSA** – Chairman Mahank noted the regular meeting was held; however, there were no items to report regarding the Commission on Aging.
- C. **Area Agency on Aging** – The 10-27-08 meeting report from Ron Gribb was reviewed.
- D. **Building** –

Director attended the Road Commission meeting to discuss building plans and to reject Road Commission property to be used for a new Senior Center. Letter was received from Road Commission stating the request for additional property was rejected. Director recommended removing Eagles from the Due Diligence process due to 1.78 acre lot size and lack of expansion availability.

Build new site on North Down River Road is 1.37 acres, with parking lot, it is 4.07 acres. Fish hatchery site is 3.36 acres, with storm retention pond, it is 4.19 acres. Build new site on Madsen Road is 4.3 acres.

Motion by Taylor, supported by Lange, to remove the Eagles site from consideration as future site of Commission on Aging due to lack of acreage and expandability. Roll call vote taken. Lange – aye; Mahank – aye; McCray – aye; Munsey – aye; Nolan – aye; Taylor – aye; Williams – aye. Motion carried. Director will prepare decision letter to the Eagles and enclose a copy of the Road Commission rejection letter.

Director attended the Grayling Township board meeting and the board agreed to work with the Commission on Aging regarding their leased property on the corner of North Down and Roberts Road. Director spoke with David Thayer, City Manager regarding the 4 acres of city property to the north. A wellhead is on that piece of property. Mr. Thayer felt this property was not able to be build upon. The city is part of a DEQ wellhead protection program that protects the water source. Mr. Thayer will review information with his staff to determine if any portion of the property would be available to build on. Director will follow-up with Mr. Thayer if no response is received within one week.

Build new site on Madsen/Maryanne Road is 4.3 acres. The property to the east is owned by the Baptist Church and the property to the north is owned by the Seator Family.

Director will update the Board on grant feasibility. Lifespan Design has provided estimated heating costs and operating cost estimates are still being determined.

OLD BUSINESS - None.

NEW BUSINESS

- A. **Policy Governance Calendar – Vision, Mission, Values** – Vision, Mission, Values was reviewed. Motion by Taylor, supported by Lange, that Board has reviewed the Vision, Mission, Values statement and believe it still represents the agency. Ayes (7), nay (0) none. Motion carried.
- B. **Year End Report to County Board of Commissioners** – Discussion regarding Director presenting a year end report to the Board of Commissioners. Discussion regarding publishing year end report in gazette or Avalanche. Board felt positive P.R. would be beneficial to the agency. Director will prepare a handout with year end information to present to the Board of Commissioners.

PUBLIC COMMENT - Public comment was heard.

ADJOURNMENT

Motion by Williams, supported by Lange, to adjourn. Ayes (7) seven, nay (0) none. Motion carried.
Meeting adjourned at 2:18 p.m.

Jack Mahank, Chairperson

Chris Davis, Recording Secretary