

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
December 22, 2010 @ Grayling Senior Center

The meeting was called to order at 1:04 p.m. by Chairman, Jack Mahank.

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

Board members absent: none

Also in attendance: Director Snyder, Melanie Conway, Melissa Timmlick, Barb Selesky and guests.

The Pledge of Allegiance was led by Kathy Rogers. The invocation was offered by Helen Nolan.

AGENDA – Motion by Nolan supported by Williams, to approve the agenda. Ayes (7) seven, nay (0). Motion carried.

MINUTES

Motion by McCray, supported by Nolan, to approve the minutes for the November 24, 2010 Board meeting. Ayes (7) seven, nay (0). Motion carried.

FINANCIAL REPORT – November 30, 2010

Financial report shows the COA after two months in the black \$10,205.25. Motion by McCray, supported by Nolan, to receive and file the financial report ending November 30, 2010. Ayes (7) seven, nay (0). Motion carried.

CORRESPONDENCE - none

REPORTS

A. Director's Report

The Director thanked Dean and Barb McCray for the donation of a flat screen TV for the Recreation Room. When hosting Wii tournaments both teams will be able to be in the same room for increased interaction now. In 2011, we will schedule more tournaments. Mahank commented on the amount of people that are using the Center just today with pool, Wii and the internet computers. Director Snyder reported the computers will be moved to underneath the new TVs and around the corner so people will be able to walk directly to them without having to go through the activities. Also, would like to try some dances in the Recreation Room so getting rid of some of the big pieces of furniture will make it more spacious. Director Snyder thanked Helen Nolan for the work she has been putting in as a Board member toward the cookie jars. All the funds will be pure profit from the cookie jars. Next year we are planning on selling soup jars the same time as the cookie jars. The items for the soup are expensive and we didn't get a lot of donations to do the soup this year. We will be advertising in the Gazette for a specialty item each month to prepare for next fall. Top sellers have been Walgreens and The Medicine Shoppe. Mahank asked about the money that was returned to NEMCSA from the Congregate program and if we will receive it back. Melissa Timmlick responded we won't know that until around March 2011, but as long as

NEMCSA receives the carry over money that money will come back to the COA. Melissa reported she has made a note of the return.

Motion By Nolan and supported by Munsey to receive and file the directors report. Ayes (7) seven, nays (0).

B. NEMCSA/AAA Melissa Timmrick was in attendance and wished everyone a Merry Christmas.

C. Area Agency on Aging Advisory Council Barb Selesky was in attendance and reported AAA Director, Lauri Sauer attended a meeting downstate on how to generate revenue. Suggestions included 1) To partner up with someone in the community. 2) Fee for service to generate revenue.

D. Gazette Advertising Director Snyder presented a new report for the Gazette advertising. She asked for feedback from the Board regarding the new report. The Gazette is within \$300 of breaking even. Went over ads and assigned board members to contact businesses and continue with follow ups. Director Snyder has put a notice about change in format in the January Gazette to see the reaction of the seniors. The earliest change in the Gazette would probably be in March. Director Snyder reported she is making other changes to help save money including Hilltop Manor now sponsoring the monthly Cardo game. It was suggested to help encourage businesses to advertise in the Gazette offer them an opportunity to run their story for a month. Another suggestion is to invite advertisers to lunch and let them give them a 10 minute blurb.

OLD BUSINESS None.

NEW BUSINESS

A. FY 09-10 Annual Report Director Snyder expanded the report to legal size and included survey data, conversation on our challenging times and the upcoming millage. Discussed the cost per unit. The added 1% of depreciation cost and 1.4% cost of living increase makes the cost per unit higher. The loss of \$0.40 per meal in grants have also had an impact on the cost per unit. The cost of the Congregate meal program has increased due to these added costs. To continue to make the cost per unit the suggested donation would have to increase to \$3.25 and the under 60 would go up to \$5.50. Director Snyder stated an increase in the suggested donation would have to be approved by the Board, poll taken by the HDM and congregate clients and then a letter of recommendation to the AAA. The AAA will make the final determination regarding an increase. Director Snyder stated she would anticipate getting the system ready for the use of food stamps to purchase meals at the same timeframe as the increase. The only other County in our region that is \$3.00 is Cheboygan. We would be the first to go over. Motion by Don supported by Taylor to have Director Snyder proceed in raising the over 60 suggested donation to \$3.25 and the under 60 to \$5.50. Ayes (7) seven, nays (0). McCray stated people don't have the money and suggested to only raise the donation \$0.50. Taylor encouraged us to do a sales campaign before the rates go up. He suggested putting the cost of the items out to the public and talk about the cost. Public comment was made by Mr. Jones stating everyone knows that the donation rate is a good deal for the healthy meals. They know the price of everything is increasing and just look at the gas prices. He suggested doing fundraisers to help offset the cost such as a pop can drive. He suggested making cuts in other areas other than the food program. Director Snyder described the annual fundraisers of the COA.

B. Budget Amendments – There have been changes made since the beginning of the fiscal year including health insurance from BCBS to Priority Health, the Activities position moving from full time to part-time and the Administrative Assistant and Activities position being vacant since October. These changes require a budget amendment. Motion by Munsey and supported by Williams to approve the budget amendment dated 12/21/2010 in the amount of \$38,259 reduction in budgeted operated loss. Ayes (7) seven, Nays (0) Motion carried.

C. Board Make-Up – Due to the election of one of our board members to the County Commissioners Board, we will have one Board vacancy. Director Snyder suggested that we look at skills and knowledge the people will bring to the Board when selecting a Board member. The Director suggested looking at the medical field and the religious network when considering new Board applicants as currently there is no one on the Board with this background. The Board discussed that the by laws specify representation from the whole community. The County is having difficulty getting people to serve on Boards. Williams stated we should keep it open to all as it may discourage people to apply. Advertising must also be longer than a week. Rogers agreed to talk with the County Clerk to see if we can run the ad for board members longer than a week. Rogers also agreed to bring up to the Commissioners regarding the increase in advertisement when openings are available. The COA can also advertise in the Gazette when there is an opening on the COA board.

D. Senior Center Membership Fees - Director Snyder introduced having a yearly fee for out of county activity participants. Last year we had 126 out of county and 101 were over 60 that participated in activities. With the millage coming up, it may be viewed negatively that the tax payers of this County are paying for the people out of county to participate in activities at the Senior Center. Board members expressed concern about discouraging people to use the facility and the back lash of them then not eating here. Suggestion of having a membership card for all and only charging the out of county for the card. The Director will bring ideas to the next meeting for the Board to consider.

E. Policy Governance Calendar-Agency Evaluation – The summary of Evaluation for the fiscal year 2010 scored 97.5%. Motion by McCray and supported by Williams to receive and file the summary evaluation. Ayes (7) seven, nays (0).

BOARD MEMBER COMMENTS/CONCERNS - Board members commended Director Snyder in a job well done.

PUBLIC COMMENT - Mahank personally thanked all the board members for their service to the COA.

ADJOURNMENT

Motion by Taylor, supported by Munsey to adjourn. Ayes (7) seven, nay (0). Motion carried. Meeting adjourned at 2:50 pm.

Jack Mahank, Chairperson

Melanie Conway, Recording Secretary