

CRAWFORD COUNTY COMMISSION ON AGING  
Regular Board Meeting  
January 26, 2011 @ Grayling Senior Center

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

**Board Members in Attendance:** Linda Munsey, Jack Mahank, Helen Nolan, Dean McCray and Don Williams (arrived @ 1:30 pm)

**Board Members absent:** Howard Taylor, absent with notice

**Also in attendance:** Director Snyder, Melanie Conway, Kara LaMarre, and guests

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

**AGENDA** – Motion by McCray supported by Nolan, to approve the agenda. Ayes (4) Four, Nays (0) zero. Motion Carried

**MINUTES** – Under FY 09-10 Annual Report “proceed in raising the under 60 suggested donation to \$3.25 and the under 60 to \$5.50” needs to read “~~over~~ 60 suggested donation to \$3.25”. Motion by McCray supported by Nolan to approve the minutes as amended for the December 22, 2010 Board Meeting. Ayes (4) Four, nays (0) zero. Motion carried.

**FINANCIAL REPORT** – Financial report shows the COA in the black \$17,024. Motion by McCray, supported by Nolan, to receive and file the financial report ending December 31, 2010. Ayes (4) Four, nays (0). Motion carried

**CORRESPONDENCE** – None at this time.

**REPORTS**

- A. Director’s Report** – Director Snyder began with an additional item relating to the current staffing levels not being enough to meet the existing service need. There has been an increase in comments regarding the lack of support we are providing. The Activities position has been vacant since May 2010 and the Administrative Assistant position has been vacant since April 2009. There have been two people hired, but they were only here for not more than three months. Chris Davis has been working an average of five hours per week. Director Snyder presented a list of tasks from these two vacant positions that are still getting done between the Director and Assistant Director. They have their own job duties plus they have been doing these additional positions/work. Director Snyder asked the board and asked the board to help seniors to be aware of the vacant position duties that are being carried out on top of regular duties. The current staff is not able to do everything as timely as when positions are filled.

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- B. NEMCSA/AAA** Nothing was reported at the last meeting. Carly Jacques the Housing Coordinator was in attendance and spoke about her new position with

NEMCSA. She is helping people return to the community from nursing facilities. She is from the Alpena office, but covers the 12 county region.

- C. **Area Agency on Aging Advisory Council** Earl was in attendance and reported the current senior population increased by 2.2%. Changes are going to be made and new ideas are being looked at because of the baby boomers. Earl will continue to collect information.
  
- D. **Gazette Advertising** – The current total sales is \$8,382 and with the new ads coming in it will total \$9,534. The goal is \$10,320. All the board members are working on their list. Jack read a list of potential advertisers.

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- A. **Commissioners Survey**: Jack read the Crawford County Commission on Aging: Crawford County Commissioner Assessment dated December 15, 2010. Motion by McCray, supported by Nolan to receive and file the commissioners' survey. Ayes (5) five, nays (0) zero.
- B. **Governance Process Evaluation Survey**: The survey needs to be filled out and left with Director Snyder.

## **BOARD MEMBERS COMMENTS/CONCERNS**

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## **ADJOURNMENT**

Motion by Munsey, supported by Nolan to adjourn. Ayes (5) five, nays (0) zero. Motion carried. Meeting adjourned at 3:45 pm.

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Jack Mahank, Chairperson

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## **NEW BUSINESS**

- A. **Commissioners Survey**: Jack read the Crawford County Commission on Aging: Crawford County Commissioner Assessment dated December 15, 2010. Motion by McCray, supported by Nolan to receive and file the commissioners' survey. Ayes (5) five, nays (0) zero.
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## **ADJOURNMENT**

Motion by Munsey, supported by Nolan to adjourn. Ayes (5) five, nays (0) zero. Motion carried. Meeting adjourned at 3:45 pm.

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Jack Mahank, Chairperson

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Natalie Chick, Recording Secretary



CRAWFORD COUNTY COMMISSION ON AGING  
Regular Board Meeting  
January 26, 2011 @ Grayling Senior Center

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

**Board Members in Attendance:** Linda Munsey, Jack Mahank, Helen Nolan, Dean McCray and Don Williams (arrived @ 1:30 pm)

**Board Members absent:** Howard Taylor, absent with notice

**Also in attendance:** Director Snyder, Melanie Conway, Kara LaMarre, and guests

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

**AGENDA** – Motion by McCray supported by Nolan, to approve the agenda. Ayes (4) Four, Nays (0) zero. Motion Carried

**MINUTES** – Under FY 09-10 Annual Report “proceed in raising the under 60 suggested donation to \$3.25 and the under 60 to \$5.50” needs to read “~~over~~ 60 suggested donation to \$3.25”. Motion by McCray supported by Nolan to approve the minutes as amended for the December 22, 2010 Board Meeting. Ayes (4) Four, nays (0) zero. Motion carried.

**FINANCIAL REPORT** – Financial report shows the COA in the black \$17,024. Motion by McCray, supported by Nolan, to receive and file the financial report ending December 31, 2010. Ayes (4) Four, nays (0). Motion carried

**CORRESPONDENCE** – None at this time.

**REPORTS**

- A. Director’s Report** – Director Snyder began with an additional item relating to the current staffing levels not being enough to meet the existing service need. There has been an increase in comments regarding the lack of support we are providing. The Activities position has been vacant since May 2010 and the Administrative Assistant position has been vacant since April 2009. There have been two people hired, but they were only here for not more than three months. Chris Davis has been working an average of five hours per week. Director Snyder presented a list of tasks from these two vacant positions that are still getting done between the Director and Assistant Director. They have their own job duties plus they have been doing these additional positions/work. Director Snyder asked the board and asked the board to help seniors to be aware of the vacant position duties that are being carried out on top of regular duties. The current staff is not able to do everything as timely as when positions are filled.

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## **ADJOURNMENT**

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January 26, 2011 @ Grayling Senior Center

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**Board Members in Attendance:** Linda Munsey, Jack Mahank, Helen Nolan, Dean McCray and Don Williams (arrived @ 1:30 pm)

**Board Members absent:** Howard Taylor, absent with notice

**Also in attendance:** Director Snyder, Melanie Conway, Kara LaMarre, and guests

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

**AGENDA** – Motion by McCray supported by Nolan, to approve the agenda. Ayes (4) Four, Nays (0) zero. Motion Carried

**MINUTES** – Under FY 09-10 Annual Report “proceed in raising the under 60 suggested donation to \$3.25 and the under 60 to \$5.50” needs to read “~~over~~ 60 suggested donation to \$3.25”. Motion by McCray supported by Nolan to approve the minutes as amended for the December 22, 2010 Board Meeting. Ayes (4) Four, nays (0) zero. Motion carried.

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## **NEW BUSINESS**

- A. **Commissioners Survey**: Jack read the Crawford County Commission on Aging: Crawford County Commissioner Assessment dated December 15, 2010. Motion by McCray, supported by Nolan to receive and file the commissioners' survey. Ayes (5) five, nays (0) zero.
- B. **Governance Process Evaluation Survey**: The survey needs to be filled out and left with Director Snyder.

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## **ADJOURNMENT**

Motion by Munsey, supported by Nolan to adjourn. Ayes (5) five, nays (0) zero. Motion carried. Meeting adjourned at 3:45 pm.

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Jack Mahank, Chairperson

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Natalie Chick, Recording Secretary



CRAWFORD COUNTY COMMISSION ON AGING  
Regular Board Meeting  
January 26, 2011 @ Grayling Senior Center

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

**Board Members in Attendance:** Linda Munsey, Jack Mahank, Helen Nolan, Dean McCray and Don Williams (arrived @ 1:30 pm)

**Board Members absent:** Howard Taylor, absent with notice

**Also in attendance:** Director Snyder, Melanie Conway, Kara LaMarre, and guests

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

**AGENDA** – Motion by McCray supported by Nolan, to approve the agenda. Ayes (4) Four, Nays (0) zero. Motion Carried

**MINUTES** – Under FY 09-10 Annual Report “proceed in raising the under 60 suggested donation to \$3.25 and the under 60 to \$5.50” needs to read “~~over~~ 60 suggested donation to \$3.25”. Motion by McCray supported by Nolan to approve the minutes as amended for the December 22, 2010 Board Meeting. Ayes (4) Four, nays (0) zero. Motion carried.

**FINANCIAL REPORT** – Financial report shows the COA in the black \$17,024. Motion by McCray, supported by Nolan, to receive and file the financial report ending December 31, 2010. Ayes (4) Four, nays (0). Motion carried

**CORRESPONDENCE** – None at this time.

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### **OLD BUSINESS**

**Senior Center Membership:** The purpose of the membership would be to collect money from the people that do not pay taxes in Crawford County. The Director talked to three people that currently visit the center and are out of county residents and they did not have a problem with the membership. This would be potential income for the center. Stipulation could be made so that no one was denied membership based on their inability to pay. Motion by Williams, supported by Munsey for an annual \$25 membership fee for out of county residents, but waived if there is an inability to pay. Ayes (2) two, Nays (3) three. Motion fails.

## **NEW BUSINESS**

- A. **Commissioners Survey**: Jack read the Crawford County Commission on Aging: Crawford County Commissioner Assessment dated December 15, 2010. Motion by McCray, supported by Nolan to receive and file the commissioners' survey. Ayes (5) five, nays (0) zero.
- B. **Governance Process Evaluation Survey**: The survey needs to be filled out and left with Director Snyder.

## **BOARD MEMBERS COMMENTS/CONCERNS**

Howard Taylor will be gone the next two months. Jack will be gone for the month of February and Director Snyder might possibly be gone also. If this happens all other board members will need to attend the February meeting for a quorum. Motion by Nolan, supported by Munsey, to cancel the February board meeting due to absences and to meet again in March. Ayes (5), nays (0) zero. Motion carried.

## **PUBLIC COMMENT**

Karen Gribb is amazed at the number of the Gazettes that get mailed. She was wondering if we could save on postage costs. The Director informed her that the Gazette policy states that active people that come to the senior center do not get a Gazette mailed to them and that postage was a small percentage of total Gazette costs.

## **ADJOURNMENT**

Motion by Munsey, supported by Nolan to adjourn. Ayes (5) five, nays (0) zero. Motion carried. Meeting adjourned at 3:45 pm.

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Jack Mahank, Chairperson

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Natalie Chick, Recording Secretary