



**Oceana County Council on Aging  
Board of Directors Meeting  
June 23, 2020**

**Present:** Ron Rash, Denise Amidon, Emma Kirwin, Selden Novotny, Mary Lulich, Doug Bacon, Brad Youngstrom, Sally DeFreitas

**Absent:** Robert Blackmer, Paul Inglis, Judie McGovern

**Staff:** Kathleen Premer, Roma Battice, Kay Butcher, Ken Pranger, Stephanie Moore, Vicki Platt

The Board of Directors meeting was called to order at 1:30 p.m. by Mr. Rash.

**1. Minutes May 26, 2020 board meeting**

- Ms Amidon moved and seconded by Mr. Bacon, to approve the May 26, 2020 Board meeting minutes. Voice vote, motion carried.

**2. Financial Report**

Ms. Butcher noted that the Oceana County Council on Aging has obtained a loan of \$188,000 as a beneficiary of the CARES Act. Ms. Butcher presented the May 2020 financial reports. Page 1, Statement of Financial Position and Budget Summary reconciliation was reviewed. Page 2, the Financial Report for May 31, 2020 was reviewed noting that the ending cash balance at May 31, 2020 was \$866,837.67 compared to prior year balance of \$785,809.24, an increase of \$81,028.43. The May 31 2020 is \$132,594.59 higher than the April 30, 2020 of \$734,243.08 and it was noted that the May 31, 2020 balance includes the CARES Act loan balance funds. On Page 3, the cash flow projection for June 2020 was reviewed and it was noted that the beginning balance was \$866,837, receipts were \$14,609, and the projected ended June 2020 balance was \$795,434. It was also noted that the insurance payments line items includes a \$15,500 refund for vehicle insurance and \$1,780 payment for a claim related to 621 E Main St. property damage. There was a general discussion of return to work and the provisions of the CARES Act. Page 13, trip report was reviewed and it was noted that the Niagara trip has been postponed. The Oceana County CARES Act PPP loan tracker report was reviewed and it was noted that the loan balance is \$188,000 and the actual costs for gross salaries was \$150,002. It was also noted that there is a possibility of loan forgiveness.

- Ms. DeFreitas moved and seconded by Ms. Lulich, to receive the May 2020 financial report. Voice vote, motion carried.



**3. Personnel Report**

Ms. Amidon reported that there was not a Personnel committee meeting, and welcomed Doug Bacon to the Oceana County Council on Aging Board of Directors. There was a discussion regarding the full time bus driver hiring in March 2020 prior to the COVID 19 emergency.

**4. Programming**

There were no meetings and no report for this month. Programming will have to be reviewed in light of the current COVID 19 situation. It was noted that a scheduled review and update are due anyway.

**5. Renovation report**

Ms. Premer noted that the tentative opening date of the 621 E Main St. adult day services is July 20, 2020. A cleaning crew will be coming in, blinds and baseboards need to be installed and the driveway needs to be installed. There will be a walk through with Blackmer Electrical Inc. this Thursday. The current adult day services facility needs to be vacated by July 31, 2020. Ms. Lulich discussed the possibility of a low interest SBA loan.

**6. Executive Director's report**

Ms. Moore reported that porch furniture is being shipped, parking lot bingo continues, and coffee hours and kayaking are being conducted. Lunches to go continues and averages 46 meals per serving day. Planning continues for increasing center activities. Ms. Premer reported that Ms. Wroble has applied for a loan for COVID 19 related PPE from the Community Foundation. Ms. Wroble continues doing home assessments and some home health aides are still performing usual services. Ms. Premer noted that Great Lakes Energy is presenting Oceana County Council on Aging with a check for porch furniture on July 16, 2020. Ms. Battice reported that some transportation inquiries are being received but many are hesitant about being out from quarantine and there is one part time bus driver on the job now. Buses are scheduled for interior shield installation and there is no word yet on the MDOT grant application. Ms. Battice referenced the Board of Director's approval required for the Title VI plan document update included in the meeting package and a general discussion took place. Mr. Novotny recommended including non-discriminatory sexual orientation language in the document.

- Mr. Novotny moved and seconded by Ms. Kirwin, to approve the Oceana County Council on Aging Title VI plan document with the recommended non-discriminatory sexual orientation language included. Voice vote, motion carried.

**7. New Business**

Ms. Kirwin discussed the mobility plan for Oceana County and ideas for future transportation needs and support for the Healthy Lifestyles Group.



Mr. Bacon discussed the need for storage space at the new facility and requested that everyone give this some thought as to structures or other ideas. Ms. Premer asked Board members to review the distribution of the continuity plan and future Board of Directors areas of support. There was a general discussion regarding modified center activities and area senior center status.

## **8. Correspondence**

Ms. DeFreitas reported that the summer concert series in Hart is moving forward.

Ms. Kirwin moved and seconded by Ms. DeFreitas to adjourn the meeting at 2:48 pm. Voice vote, motion carried.

Respectfully Submitted,  
Ken Pranger