



**Oceana County Council on Aging
Board of Directors Meeting
July 28, 2020**

Present: Ron Rash, Denise Amidon, Paul Inglis, Judie McGovern, Selden Novotny, Mary Lulich, Doug Bacon, Sally DeFreitas

Absent: Emma Kirwin, Bradley Youngstrom, Robert Blackmer

Staff: Kathleen Premer, Roma Battice, Kay Butcher, Stephanie Moore, Vicki Platt, Abby Wroble, Tami Smith, Mary Fuce

Attendees: Kay Novotny

The Board of Directors meeting was called to order at 1:35 p.m. by Mr. Rash. There were no public comments.

1. Minutes June 23, 2020 board meeting

- Ms Amidon moved and seconded by Mr. Bacon, to approve the June 23, 2020 Board meeting minutes. Voice vote, motion carried.

2. Financial Report

Ms. Butcher reviewed Page 1, Statement of Financial Position and Budget Summary reconciliation noting that the total assets and liabilities and fund balance at June 30, 2020 was \$1,669,477.65. Page 2, the Financial Report for June 30, 2020 was reviewed noting that the ending cash balance at June 30, 2020 was \$792,979.81 compared to prior year balance of \$730,380.23, an increase of \$62,599.58. On Page 3, the cash flow projection for July 2020 was reviewed and it was noted that a check in the amount of \$8,000 in memory of Richard Walsworth was received from Wolverine Power Cooperative. Vehicle insurance has been reinstated for some of the buses. The projected ending cash balance for July was \$713,701. The budget summary was reviewed and it was noted that 2021 budgeting will begin soon. Page 13, trip report was reviewed and it was noted that the Niagara trip has been postponed.

- Mr. Inglis moved and seconded by Ms. McGovern, to receive the June 2020 financial report. Voice vote, motion carried.



3. Personnel Report

Ms. Amidon reported on the recent Personnel committee meeting and provided background on the review of potential hiring of a general maintenance person to perform routine landscaping, upkeep, and various repairs. This would be a part time position. Mr. Bacon asked several questions regarding the duties and responsibilities of this position and a general discussion took place regarding hiring requirements. After discussion Ms. Amidon suggested that this be put on hold until further review and discussion of the job description. Ms. Amidon reported that various alternatives have been reviewed for the status of company paid health insurance premiums for laid off full time staff. There was a general discussion regarding premium cost sharing with staff in this laid off status. After discussion a motion and vote were made.

- Ms. Amidon moved and seconded by Ms. DeFreitas, to require laid off full time staff to contribute 25% of the monthly health insurance premium for the months September, October, and November 2020 and then review the status in November. Roll call vote

Denise Amidon	Yes
Sally DeFreitas	Yes
Paul Inglis	Yes
Doug Bacon	Yes
Selden Novotny	Yes
Judie McGovern	Yes
Mary Lulich	Yes
Ron Rash	Yes
Emma Kirwin	Absent
Robert Blackmer	Absent
Bradley Youngstrom	Absent

4. Programming

There is no report this month. Ms. Premer reported a Senior Resources update and discussed precautions for opening the Adult Day Services facility.

5. Renovation report

Ms. Premer noted that the Adult Day Services facility is nearly ready for opening. Ms. Platt reported that safety measures will be in place including masks, distancing, and temperature checks. Loan funds for safety supplies have been received but the items have not arrived yet.

6. Executive Director’s report

Ms. Wroble reported that home visits continue and Senior Resources has opened more of these. One senior services staff will not return, and three staff will be returning next Monday. Ms. Moore reports that lunches are going well and are well received by the participants.



7. Old Business

Ms. Premer reported that Tyler Road facility is still being used for storage and that the Adult Day Services rental facility is being cleaned out. Ms. Premer asked Board members to review and make notes to the continuity plan and return marked up copy to her.

8. New Business

Ms. Butcher indicated that the 621 E. Main St renovation fund of approximately \$62,000 at March 30, 2020 held by the Community Foundation of Oceana County can be closed and a Board resolution is required and a copy of the form is included in the Board packet. This is to reimburse the Oceana County Council on Aging for renovation costs incurred. Mr. Inglis asked if this will be deposited into the general fund and Ms. Butcher indicated it would.

- Mr. Inglis moved and seconded by Mr. Bacon, to close the Community Foundation of Oceana County renovation account. Roll call vote.

Paul Inglis	Yes
Doug Bacon	Yes
Denise Amidon	Yes
Sally DeFreitas	Yes
Selden Novotny	Yes
Judie McGovern	Yes
Mary Lulich	Yes
Ron Rash	Yes
Emma Kirwin	Absent
Robert Blackmer	Absent
Bradley Youngstrom	Absent

9. Correspondence

None

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

Respectfully Submitted,
Ken Pranger



Oceana County Council On Aging