



**Oceana County Council on Aging
Board of Directors Virtual Meeting
January 26, 2021**

Present: Ron Rash, Bob Blackmer, Selden Novotny, Paul Inglis, Mary Lulich, Judie McGovern, Brad Youngstrom, Emma Kirwin, Sally DeFreitas, Doug Bacon, Denise Amidon

Staff: Kathleen Premer, Roma Battice, Kay Butcher, Ken Pranger, Abby Wroble, Vicki Platt, Tami Smith

The Board of Directors virtual meeting was called to order at 1:32 p.m. by Mr. Rash.

1. Public Comment

Ms. Premer expressed thanks for those Board of Directors members that attended Our Friends House open house last week.

2. Board meeting minutes December 22, 2020

There were several corrections noted.

- Mr. Inglis moved and Ms. DeFreitas seconded, to approve the corrected December 22, 2020 Oceana County Council on Aging Board meeting minutes. Voice vote, motion carried.

3. Financial Report

Ms. Butcher presented the December 31, 2020 financial reports. Page 1, on the Statement of Financial Position the total asset and liability balance was reported at \$1,084,774. Page 2, the Financial Report for December 31, 2020 was reviewed noting that the ending cash balance of \$389,886 was \$178,045 higher than the same month in the prior year. Mr. Inglis noted that the Cares Act loan funds are included in the cash balance noted. On page 3, cash flow projection for January 2021, it was noted that the estimated cash receipts include a \$111,000 millage payment, and a \$2,000 donation. The anticipated \$115,000 Michigan Department of Transportation reimbursement is not included. Payments are normal and no unusual items were noted. The ending cash projection is \$422,670. On page 4, the budget summary, the total year to date 2020 income of \$1,737,018 was 94% of annual budget. Facility rental was favorable considering the interruption in activity. General administration were mostly donations. Overall income is down due to the Covid pandemic. Additional Senior Resources staff wage payments were discussed and reviewed. Mr. Inglis noted that the \$156,457 amount on the contingency fund line should be removed and reduce total expense. The Cares Act funding of \$188,000 should be footnoted and all



departments receiving a distribution in income or incurring expense should be indicated. Page 13, Trip report was reviewed and it was noted that the ending balance was \$26,633.

- Mr. Inglis moved and seconded by Ms. McGovern, to receive the December 2020 financial report with adjustments as discussed. Voice vote, motion carried.

4. Personnel Committee Report

No report.

5. Programming Committee Report

Ms. Lulich noted that the transportation scheduling software assessment is completed.

6. Directors Report

Ms. Premer reported that we are waiting to hear regarding a \$15,000 small business loan. The staff is working to get clients on the Covid 19 vaccine list, especially those without a computer. Ms. Wroble reported on the thanks received for the Christmas presents. Work continues on the Senior Resources Medicaid senior care services payments. Ms. Smith reported that the open house for Our Friends House went well and the bathing program is waiting for the tub training for Michelle Verschueren. The transportation scheduling software quotes were reviewed including quote amounts, payment arrangements, and capabilities. The Council on Aging selected PC Trans, a Michigan company. The quote is capped at \$25,000 and the Michigan Department of Transportation project manager is reviewing for approval. The Senior Center software was reviewed and didn't work for the Council on Aging's purposes. Ms. Battice reported that she is working on the 2022 Michigan Department of Transportation requests.

7. Old Business

Mr. Bacon reported that the barn teardown issue should be resolved.

8. New Business

- Ms. Amidon moved and seconded by Ms. Kirwin, to authorize Mr. Inglis Treasurer as a check signer on the Huntington Bank bank accounts along with Mr. Rash, Ms. Premer, Ms. Moore and Ms. Butcher. Voice vote motion carried.
- Ms. Amidon moved and seconded by Ms. McGovern, to authorize removal of Richard Walsworth and Robert Blackmer at check signers on the Huntington Bank bank accounts. Voice vote motion carried.

A Board of Directors resolution will be prepared and signed by the Board of Directors Secretary.



9. Correspondence

Ms. Premer noted that many letters of gratitude have been received from clients.

There was a general discussion regarding Covid 19 registration assistance.

There was a discussion regarding the Programming committee meeting.

Ms. McGovern moved and seconded by Mr. Inglis to adjourn the meeting at 2:18 pm.
Voice vote, motion carried.

Respectfully Submitted,
Ken Pranger