



**Oceana County Council on Aging
Board of Directors Virtual Meeting
March 23, 2021**

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

Absent: Brad Youngstrom, Denise Amidon

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

The Board of Directors virtual meeting was called to order at 1:31 p.m. by Mr. Rash.

1. Public Comment

None

2. Board meeting minutes February 23, 2021

- Mr. Blackmer moved, and seconded by Ms. Kirwin, to approve the February 23, 2021 Oceana County Council on Aging Board meeting minutes. Voice vote, motion carried.

3. Financial Report

Mr. Inglis presented the February 28, 2021 financial reports. Page 3, Cash Flow projection, the general liability, property, and workers compensation payments were noted and the ending cash balance at March 31, 2021 was projected at \$1,232,781. In the Budget schedule the snow plowing expense was noted. As of March 31, 2021 it was estimated that 86% of the millage budget would be received. A correction on Page 2, Financial Report, was noted on the last line of the report in the 'difference' row and column.

- Ms. McGovern moved, and seconded by Mr. Blackmer, to receive the February 28, 2021 financial report with correction to Page 2. Voice vote, motion carried.

4. Personnel Committee Report

Ms. Premer reported that the draft of the 2021 Employee Handbook update is being reviewed and Ms. Amidon will return to complete this process.



5. Programming Committee Report

Ms. Premer reported that planning will commence for the Oceana County Council on Aging fiftieth anniversary and a committee will be formed and volunteers for the committee are being requested. We are looking forward to Programming department reviews later this year.

6. Directors Report

Ms. Moore reports that there is not much guidance for senior centers regarding reopening after the Covid shutdowns, however, we are working with the County Health Department and a community of other senior centers to develop criteria. There are no specific dates being published for resuming the indoor meals but June 1, 2021 has been discussed depending on circumstances. We are provided some limited in building programs and a brief review of the considered guidelines for these meals was discussed. The initial target would be for 50% capacity and at that point current takeout and deliveries would end. Various methods of publishing notification of the meal resumption were discussed. Any response to an inquiry regarding the in building meal program should include the care and concern for safety. There will be server training next month. Ms. Wroble reported on a presentation that was made for the Rotary on the bath program. Also a brochure on this program has been prepared to attract new clients. There is a need to fill a home care services position. Ms. Smith has received several inquiries regarding new adult day care clients. A policies and procedures update will be presented to the Personnel committee. Ms. Battice reported that the PC Trans license agreement is signed and installation and training will begin in April. The 2022 Michigan Department of Transportation funding request has been revised from the original \$208,978 to \$203,228. The bus garage roof repair was discussed including building a garage on the Tyler Rd site. The vaccine clinic went well and the second dose clinic is scheduled for April 13, 2021. Bus rides are being provided for transportation to the clinic.

7. Old Business

None

8. New Business

Mr. Inglis introduced the consideration for accelerating the principal payment on the bank loan. It was indicated that various options were discussed for this principal payment at the previous Finance Committee meeting. The committee decided that a \$100,000 additional principal payment would be made with the April 2021 bank payment.

- Mr. Bacon moved, and seconded by Ms. Lulich, to make an additional \$100,000 bank loan principal payment with the scheduled April 2021 bank payment. No prepay penalty is assessed.



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

Mr. Rash made note that he will not be chairing the April Board meeting. A number of options were discussed and more information will be forthcoming on the meeting.

9. Correspondence

None

- Ms. Kirwin moved, and seconded by Mr. Novotny, to adjourn the meeting at 2:20 pm. Voice vote, motion carried.

Respectfully Submitted,
Ken Pranger