



**Oceana County Council on Aging
Board of Directors Meeting
July 27, 2021**

Present: Ron Rash, Doug Bacon, Brad Youngstrom, Paul Inglis, Selden Novotny, Sally DeFeitas, Mary Lulich, Judie McGovern, Bob Blackmer

Absent: Emma Kirwin, Denise Amidon

Staff: Kathleen Premer, Roma Battice, Ken Pranger, Dorothy Kamhout, Tami Smith, Stephanie Moore, Kay Butcher

Attendees: Sally Malburg, Liz Hammerle

The Board of Directors meeting was called to order at 1:35 p.m. by Mr. Rash.

1. Public Comment

None

2. Board meeting minutes May 25, 2021 and June 22, 2021

- Mr. Bacon moved, and seconded by Ms. McGovern, to approve the May 25, 2021 Oceana County Council on Aging Board meeting minutes with addition of Ms. Butcher in attendance. Voice vote, motion carried.
- Mr. Bacon moved , and seconded by Mr. Youngstrom, to approve the June 22, 2021 Oceana County Council on Aging Board meeting minutes. Voice Vote, motion carried.

3. Financial Report

Ms. Butcher presented the May 31, 2021 and June 30, 2021 Finance report. On page 1, Statement of Financial Position, it was noted that the May 31, 2021 and June 30, 2021 Asset and Liabilities and Equity balances were \$2,878,286.60 and \$2,807,839.57 respectively. The current building loan balance was \$512,300. Page 2, the Financial Report, was reviewed and it was noted that the May 31, 2021 ending cash balance was \$877,436.58 and the June 30, 2021 ending cash balance was \$803,149.33. The projected cash flow for July 2021 was reviewed noting that there were millage funds of \$90,000 received in July, and the Community Mental Health services have begun and receipts are included in cash flow. Facility rentals are higher and all vehicles are now back on the road. On Page 4, Budget, it was noted that the year to date June 30, 2021 budget percentage of total budget was 50% and comparatively total actual percentage of budget income was 80% and 43% of budget expense. The trip account balance at June 30, 2021 was \$25,845.02.



- Mr. Blackmer moved, and seconded by Ms. McGovern, to accept the May 31, 2021 and June 30, 2021 financial report. Voice Vote, motion carried.

The amended 2021 budget was discussed. It was noted that ADS income has been reduced, repair expense has been increased. There was no change in capital outlay and facility rental income is unchanged. Various other changes were discussed. There was a discussion of changes to the resolution to amend the Oceana County Council on Aging 2021 budget and page 4 of the budget summary. These changes will be made and presented as information only with the August 2021 Board of Directors meeting package.

- Mr. Inglis moved, and seconded by Ms. McGovern, to approve the 2021 Oceana County Council on Aging amended budget from expenditures and revenues of \$1,748,715 to \$1,670,377.

Roll call vote:

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

4. Personnel Committee Report

The 2021 updated Personnel Handbook was discussed.

- Ms. DeFreitas moved , and seconded by Mr. Novotny, to approve the 2021 Oceana County Council on Aging updated Personnel Handbook. Voice vote, motion carried.

The addition of the federal holiday, Juneteenth, was discussed.

- Ms. McGovern moved, and seconded by Mr. Inglis, to include Juneteenth as an official holiday recognized by the Oceana County Council on Aging. Voice vote, motion carried.

This will be incorporated into the updated Personnel Handbook.



5. Programming Committee Report

Mr. Youngstrom presented the draft Our Friends House Admission Policy recommendation for Board of Directors consideration.

- Mr. Bacon moved, and seconded by Mr. Blackmer, to approve the implementation of Our Friends House Admission Policy. Voice vote, motion carried.

There was a discussion regarding the bath program staffing, senior services assessments, and increased participants at Our Friends House.

6. Directors Report

Ms. Premer and Ms. Smith reported on the ADC operations and the improved engagement by clients. The coverage in the absence of Ms. Wroble by Ms. Platt is going well including new senior service clients. Ms. Moore reported that the August day trips are back. The meal delivery program that was in place due to the Covid 19 situation will end July 31, 2021. Parmenter Law and Hospice will be making presentations and the art classes are resuming. Ms. Battice reports that the hiring of a new driver is being considered. The Michigan Transit Authority Association meeting will be August 23 – 25. The buildings open houses will be Sunday October 24 from 1-5 pm for both facilities. The staff picnic will be August 17 at 5:00 pm. The non profit and employee rental is proposed at ½ off the regular rate.

- Ms. DeFreitas moved, and seconded by Mr. Bacon, to approve the adoption of the proposed ½ off regular rate for non profit and employee rentals. Voice vote, motion carried.

7. Old Business

None

8. New Business

Facility rental damages and possible event managers paid by renters was discussed. The Board of Directors meetings held at county locations will be resumed in 2022. The next Board of Directors meeting will be held August 24, 2021.

Correspondence

None

9. Public Comment

None



ADJOURN

Meeting was adjourned at 2:50 pm.

Respectfully Submitted,
Ken Pranger