



Oceana County Council on Aging
Board of Directors Meeting Minutes
October 28, 2025

Present: Doug Bacon, Ron Rash, Emma Kirwin, Janet Schultz, Jon Bowen, Paula Vanderputte, Lori Suttner, Pamela Czurak, Sally DeFretas.

Absent: Frank Doll

Staff: Stephanie Moore, Kay Butcher, Lisa Nagel, Bradley Youngstrom, Jaccie Smith, San Juanita Jaramillo, Maria Aguayo.

Attendees: Jo Vanderweele, Mary Sloan, Clair Sloan, Claire Marshall, Amada Dodge, Rebecca Jones, Amanda Lewandoski, Connie Vanderzanden.

The Board of Directors meeting was called to order at 1:30 pm. by Mr. Rash followed by the Pledge of Allegiance.

1. **Public Comment-** Mr. rash initiated the public comment by reading the Policy on Public Comment and explained the time limit.
 - Public comment was continued by the attendees.
2. **Board of Directors meeting minutes-** September 23, 2025.
 - **Mr. Bacon** moved, seconded by Ms. DeFreitas, to approve the Oceana County Council on Aging September 23, 2025, Board of Directors meeting minutes. Voice vote, motion carried.
3. **Financial Report-** Oceana County Council on Aging, September 23, 2025, financials.
 - Ms. Schultz moved, seconded by Ms. Suttner, to receive the Oceana County Council on Aging September 23, 2025, financial statements. Voice vote, motion carried.
4. **Personnel Committee-**
 - Staff recognition by Lori Suttner.

5. Program Committee Report-

- Nothing new to report.

6. Director's Report-

- Ms. Moore asked if there were any questions from the Director's report that was presented. No questions were expressed.

7. Old Business- None

8. New Business-

- a. Ms. Smith read the Mission Moment from Our Friends House.

b. Nominating Committee, Board of Directors-

- Mr. Rash expressed his term as the Board of Directors President has come to a final term, he will continue to be a Board Member.
- Ms. Schultz moved, seconded by Ms. Vanderputte, to renew the 3-year term for Mr. Bowen and Ms. Kirwin as members for the Oceana County Council on Aging Board of Directors.
- Mr. Rash announced resignation from Mr. Doll as the Board of Directors treasurer. Ms. Vanderputte moved, seconded by Mr. Bowen to accept Ms. Czurak as the Treasurer for the Oceana County Council on Aging Board of Directors. Voice vote, motion carried.
- Mr. Bowen moved, seconded by Ms. Czurak to accept Mr. Bacon as the President for the Oceana County Council on Aging Board of Directors. Voice vote, motion carried.
- Mr. Bowen moved, seconded by Ms. Vanderputte to accept Ms. Suttner as the Vice President for the Oceana County Council on Aging Board of Directors. Voice vote, motion carried.

9. Correspondence-

- Mr. Rash announced that the next Board of Directors meeting will be on December 9, 2025.

- 10.** Ms. Vanderputte moved, seconded by Ms. Kirwin, to adjourn the Oceana County Council on Aging meeting at 2:05 pm. Voice vote, motion carried.

Respectfully submitted,

San Juanita Jaramillo

OCTOBER 2025

BUDGET SUMMARY

	ACTUAL 2024 FINAL	ORIGINAL 2025	AMENDED 2025	YTD 09/30/2025	OCTOBER ACTIVITY	YTD 010/31/2025	% of BUDGET
INCOME							
ADS	\$ 90,487	\$ 86,200.00	\$ 79,700.00	\$ 67,088.13	\$ 7,510.64	\$ 74,598.77	94%
CAP OUTLAY	\$ 8,479	\$ 10,000.00	\$ 12,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	17%
FACILITY	\$ 12,450	\$ 11,000.00	\$ 5,000.00	\$ 3,862.50	\$ 750.00	\$ 4,612.50	92%
GEN. ADMN.	\$ 77,069	\$ 47,500.00	\$ 56,800.00	\$ 67,169.19	\$ 7,025.74	\$ 74,194.93	131%
PROG.	\$ 108,035	\$ 104,200.00	\$ 101,700.00	\$ 70,749.84	\$ 5,465.50	\$ 76,215.34	75%
SCS	\$ 141,939	\$ 136,000.00	\$ 131,950.00	\$ 106,576.61	\$ 11,005.20	\$ 117,581.81	89%
TRANS.	\$ 518,416	\$ 223,943.00	\$ 220,671.00	\$ 349,089.17	\$ 27,509.20	\$ 376,598.37	171%
MILLAGE	\$ 1,213,535	\$ 1,598,439.00	\$ 1,598,439.00	\$ 857,547.97	\$ 91,076.14	\$ 948,624.11	59%
TOTAL INCOME	\$ 2,170,410	\$ 2,217,282.00	\$ 2,206,260.00	\$ 1,524,083.41	\$ 150,342.42	\$ 1,674,425.83	76%
EXPENSE							
ADS	\$ 158,094	\$ 178,600.00	\$ 166,745.00	\$ 120,416.09	\$ 11,708.43	\$ 132,124.52	79%
CAP OUTLAY	\$ 46,039	\$ 5,000.00	\$ 35,400.00	\$ 41,140.63	\$ -	\$ 41,140.63	116%
FACILITY	\$ 113,975	\$ 111,800.00	\$ 98,800.00	\$ 67,862.50	\$ 7,180.09	\$ 75,042.59	76%
GEN. ADMN.	\$ 351,248	\$ 406,475.00	\$ 399,975.00	\$ 293,753.69	\$ 32,639.04	\$ 326,392.73	82%
PROG.	\$ 429,359	\$ 457,760.00	\$ 363,200.00	\$ 303,832.81	\$ 30,788.03	\$ 334,620.84	92%
SCS	\$ 289,525	\$ 322,950.00	\$ 313,100.00	\$ 230,683.97	\$ 21,252.13	\$ 251,936.10	80%
TRANS.	\$ 744,294	\$ 545,235.00	\$ 498,800.00	\$ 524,014.84	\$ 32,856.67	\$ 556,871.51	112%
TOTAL EXPENSE	\$ 2,132,535	\$ 2,027,820.00	\$ 1,876,020.00	\$ 1,581,704.53	\$ 136,424.39	\$ 1,718,128.92	92%
CONTINGENCY FUND	\$ 119,028	\$ 189,462.00	\$ 330,240.00				
TOTAL EXPENSE + CF	\$ 2,251,562	\$ 2,217,282.00	\$ 2,206,260.00	\$ 1,581,704.53	\$ 136,424.39	\$ 1,718,128.92	78%

ADS - Adult Day Services

* Our Friends House

CAP. OUTLAY - Capital Outlay

* Building Equipment

* Office Equipment

* Parking Lot

CC&S - Case Coordination Services

* Case Coordination/Homemaking

* Certified Nurse Assistant

* Medicare/Medicaid Assistant Program (MMAP)

* Personal Action Towards Health (PATH)

FACILITY

* Rental

* Maintenance

	ACTUAL 2024 FINAL	ORIGINAL 2025	AMENDED 2025	YTD 01/31/2025	NOVEMBER ACTIVITY	YTD 01/30/2025	% of BUDGET
INCOME							
ADS	\$ 90,487	\$ 86,200.00	\$ 79,700.00	\$ 74,598.77	\$ 6,759.58	\$ 81,358.35	102%
CAP OUTLAY	\$ 8,479	\$ 10,000.00	\$ 12,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	17%
FACILITY	\$ 12,450	\$ 11,000.00	\$ 5,000.00	\$ 4,612.50	\$ -	\$ 4,612.50	92%
GEN. ADMN.	\$ 77,069	\$ 47,500.00	\$ 56,800.00	\$ 74,194.93	\$ 4,957.52	\$ 79,152.45	139%
PROG.	\$ 108,035	\$ 104,200.00	\$ 101,700.00	\$ 76,215.34	\$ 6,837.23	\$ 83,052.57	82%
SCS	\$ 141,939	\$ 136,000.00	\$ 131,950.00	\$ 117,581.81	\$ 11,536.27	\$ 129,118.08	98%
TRANS.	\$ 518,416	\$ 223,943.00	\$ 220,671.00	\$ 376,598.37	\$ 15,304.92	\$ 391,903.29	178%
MILLAGE	\$ 1,213,535	\$ 1,598,439.00	\$ 1,598,439.00	\$ 948,624.11	\$ 81,627.90	\$ 1,030,252.01	64%
TOTAL INCOME	\$ 2,170,410	\$ 2,217,282.00	\$ 2,206,260.00	\$ 1,674,425.83	\$ 127,023.42	\$ 1,801,449.25	82%
EXPENSE							
ADS	\$ 158,094	\$ 178,600.00	\$ 166,745.00	\$ 132,124.52	\$ 10,017.93	\$ 142,142.45	85%
CAP OUTLAY	\$ 46,039	\$ 5,000.00	\$ 35,400.00	\$ 41,140.63	\$ 3,915.27	\$ 45,055.90	127%
FACILITY	\$ 113,975	\$ 111,800.00	\$ 98,800.00	\$ 75,042.59	\$ 3,155.94	\$ 78,198.53	79%
GEN. ADMN.	\$ 351,248	\$ 406,475.00	\$ 399,975.00	\$ 326,392.73	\$ 31,420.48	\$ 357,813.21	89%
PROG.	\$ 429,359	\$ 457,760.00	\$ 363,200.00	\$ 334,620.84	\$ 31,025.60	\$ 365,646.44	101%
SCS	\$ 289,525	\$ 322,950.00	\$ 313,100.00	\$ 251,936.10	\$ 22,155.93	\$ 274,092.03	88%
TRANS.	\$ 744,294	\$ 545,235.00	\$ 498,800.00	\$ 556,871.51	\$ 26,434.36	\$ 583,305.87	117%
TOTAL EXPENSE	\$ 2,132,535	\$ 2,027,820.00	\$ 1,876,020.00	\$ 1,718,128.92	\$ 128,125.51	\$ 1,846,254.43	98%
CONTINGENCY FUND	\$ 119,028	\$ 189,462.00	\$ 330,240.00				
TOTAL EXPENSE + CF	\$ 2,251,562	\$ 2,217,282.00	\$ 2,206,260.00	\$ 1,718,128.92	\$ 128,125.51	\$ 1,846,254.43	84%

ADS - Adult Day Services

* Our Friends House

CAP. OUTLAY - Capital Outlay

* Building Equipment

* Office Equipment

* Parking Lot

CC&S - Case Coordination Services

* Case Coordination/Horemaking

* Certified Nurse Assistant

* Medicare/Medicaid Assistant Program (MMAP)

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* Rental

* Maintenance