



Oceana County Council on Aging

Where **YOU** Belong

Oceana County Council on Aging Board of Directors Meeting Minutes April 28, 2026

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

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

Attendees: Betty Root, Mary Sloan, Robin Rash, Lauren Copeland, Kathleen Premer, Maryann Bush.

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

- 1. Public Comment-** Mr. Bacon initiated the public comment by reading the Policy on Public Comment, 3 minutes for each public comment.
 - Public comment was continued by attendees.
- 2. Board of Directors meeting minutes-** March 24, 2026.
 - Ms. Suttner moved, seconded by Ms. Czurak to approve the Oceana County Council on Aging March 24, 2026, Board of Directors meeting minutes. Voice vote, motion carried.
- 3. Financial Report-** Oceana County Council on Aging, March 31, 2026, financials.
 - Mr. Doll moved, seconded by Ms. Suttner, to receive the Oceana County Council on Aging March 31, 2026, financial statements as presented. Voice vote, motion carried.
- 4. Personnel Committee-**
 - Temporary Liquor License for one day for the Business After Hours hosted at OCCOA building from 5 -8 p.m. on May 5, 2026.

- Recognition of Personnel Anniversaries.
- Approval of policies presented as amended.

5. Program Committee- Nothing to report.

6. Director's Report- See Attached.

7. Old Business- No report.

8. New Business- Motion to sell a bus.

Ms. Suttner moved, seconded by Mr. Rash to approve the transfer/ selling of the bus according to MDOT regulations to Interurban Transit Authority.

Roll Call Vote:

Board Member Name	
Frank Doll	Yes
Paula Vanderputte	Yes
Ron Rash	Yes
Pamela Czurak	Yes
Lori Suttner	Yes
Doug Bacon	Yes
Jon Bowen	Yes
Emma Kirwin	Yes
Janet Schultz	Yes
Sally DeFreitas	Yes

9. Correspondence-

- Ms. Suttner presented an award to Stephanie Moore (Executive Director) for her 25th year Anniversary working at Oceana County Council on Aging.

10. Adjourn- Ms. Vanderputte moved, seconded by Mr. Rash to adjourn the Oceana County Council on Aging meeting at 2:21p.m. Voice vote, motion carried.

Respectfully submitted,

San Juanita Jaramillo

	ACTUAL 2025 FINAL	ORIGINAL 2026	AMENDED 2026	YTD 03/31/2026	APRIL ACTIVITY	YTD 04/30/2026	% of BUDGET
INCOME							
ADS	\$ 87,662	\$ 81,300.00	\$ 81,300.00	\$ 8,588.39	\$ 4,366.21	\$ 12,954.60	16%
CAP OUTLAY	\$ 2,000			\$ -		\$ -	
FACILITY	\$ 3,863	\$ 5,000.00	\$ 5,000.00	\$ 2,575.00	\$ (550.00)	\$ 2,025.00	41%
GEN. ADMIN.	\$ 83,469	\$ 60,500.00	\$ 60,500.00	\$ 26,095.57	\$ 3,864.86	\$ 29,960.43	50%
PROG.	\$ 90,481	\$ 102,200.00	\$ 102,200.00	\$ 25,808.28	\$ 9,767.11	\$ 35,575.39	35%
SCS	\$ 141,004	\$ 138,500.00	\$ 138,500.00	\$ 33,121.33	\$ 9,189.98	\$ 42,311.31	31%
TRANS.	\$ 415,957	\$ 231,471.00	\$ 1,999,671.00	\$ 32,167.46	\$ 61,534.41	\$ 93,701.87	5%
MILLAGE	\$ 1,162,171	\$ 1,684,334.00	\$ 1,684,334.00	\$ 231,099.64	\$ 160,000.00	\$ 391,099.64	23%
TOTAL INCOME	\$ 1,986,605	\$ 2,303,305.00	\$ 4,071,505.00	\$ 359,455.67	\$ 248,172.57	\$ 607,628.24	15%
EXPENSE							
ADS	\$ 154,788	\$ 127,100.00	\$ 127,100.00	\$ 32,143.94		\$ 44,387.40	35%
CAP OUTLAY	\$ 49,247	\$ 25,400.00	\$ 25,400.00	\$ 2,048.51		\$ 2,048.51	8%
FACILITY	\$ 85,565	\$ 73,425.00	\$ 73,425.00	\$ 18,441.92		\$ 22,602.18	31%
GEN. ADMIN.	\$ 386,497	\$ 427,873.00	\$ 427,873.00	\$ 108,637.91		\$ 151,568.42	35%
PROG.	\$ 391,214	\$ 485,850.00	\$ 485,850.00	\$ 107,051.06		\$ 146,434.46	30%
SCS	\$ 296,329	\$ 311,930.00	\$ 311,930.00	\$ 85,319.75		\$ 104,586.78	34%
TRANS.	\$ 619,872	\$ 532,790.00	\$ 532,790.00	\$ 108,873.62		\$ 198,272.53	37%
TOTAL EXPENSE	\$ 1,983,511	\$ 1,984,368.00	\$ 1,984,368.00	\$ 462,516.71	\$ -	\$ 669,900.28	34%
CONTINGENCY FUND	\$ 3,094	\$ 318,937.00	\$ 2,087,137.00				
TOTAL EXPENSE + CF	\$ 1,986,605	\$ 2,303,305.00	\$ 4,071,505.00	\$ 462,516.71	\$ 207,383.57	\$ 669,900.28	16%

ADS - Adult Day Services

- * Our Friends House
- * Bathing Program

CAP. OUTLAY - Capital Outlay

- * Buildings
- * Building Equipment
- * Office Equipment
- * Parking Lot

CC&S - Case Coordination & Support Services

- * Case Coordination
- * Homemaking

- * Community Living Support Specialists

- * State Health Insurance Program (SHIP)

- * Advocacy

FACILITY

- * Rental

- * Maintenance

GEN. ADMINISTRATION

- * Facility Operations: Insurance, Audit, Bank Fees, Employee Benefits, Advertising, Office Supply, Postage, Tax/Licenses

PROGRAMMING

- * Program Activities
- * Meal Program

- * Volunteer Services

TRANSPORTATION

- * Bus Services

- * Volunteer Driving

- * MI Dept. of Transportation-MDOT

BUDGET SUMMARY

	ACTUAL 2025 FINAL	ORIGINAL 2026	AMENDED 2026	YTD 04/30/2026	MAY ACTIVITY	YTD 05/31/2026	% of BUDGET
INCOME							
ADS	\$ 87,662	\$ 81,300.00	\$ 81,300.00	\$ 12,954.60	\$ 4,799.84	\$ 17,754.44	22%
CAP OUTLAY	\$ 2,000			\$ -		\$ -	
FACILITY	\$ 3,863	\$ 5,000.00	\$ 5,000.00	\$ 2,025.00	\$ -	\$ 2,025.00	41%
GEN. ADMIN.	\$ 83,469	\$ 60,500.00	\$ 60,500.00	\$ 29,960.43	\$ 12,042.57	\$ 42,003.00	69%
PROG.	\$ 90,481	\$ 102,200.00	\$ 102,200.00	\$ 35,575.39	\$ 8,009.95	\$ 43,585.34	43%
SCS	\$ 141,004	\$ 138,500.00	\$ 138,500.00	\$ 42,311.31	\$ 5,849.51	\$ 48,160.82	35%
TRANS.	\$ 415,957	\$ 231,471.00	\$ 1,999,671.00	\$ 93,701.87	\$ 36,835.37	\$ 130,537.24	7%
MILLAGE	\$ 1,162,171	\$ 1,684,334.00	\$ 1,684,334.00	\$ 391,099.64	\$ 92,606.10	\$ 483,705.74	29%
TOTAL INCOME	\$ 1,986,605	\$ 2,303,305.00	\$ 4,071,505.00	\$ 607,628.24	\$ 160,143.34	\$ 767,771.58	19%
EXPENSE							
ADS	\$ 154,788	\$ 127,100.00	\$ 127,100.00	\$ 44,387.40		\$ 52,616.98	41%
CAP OUTLAY	\$ 49,247	\$ 25,400.00	\$ 25,400.00	\$ 2,048.51		\$ 3,892.02	15%
FACILITY	\$ 85,565	\$ 73,425.00	\$ 73,425.00	\$ 22,602.18		\$ 26,558.52	36%
GEN. ADMIN.	\$ 386,497	\$ 427,873.00	\$ 427,873.00	\$ 151,568.42		\$ 189,806.52	44%
PROG.	\$ 391,214	\$ 485,850.00	\$ 485,850.00	\$ 146,434.46		\$ 180,348.07	37%
SCS	\$ 296,329	\$ 311,930.00	\$ 311,930.00	\$ 104,588.78		\$ 121,690.46	39%
TRANS.	\$ 619,872	\$ 532,790.00	\$ 532,790.00	\$ 198,272.53		\$ 236,335.84	44%
TOTAL EXPENSE	\$ 1,983,511	\$ 1,984,368.00	\$ 1,984,368.00	\$ 669,900.28	\$ -	\$ 811,248.41	41%
CONTINGENCY FUND	\$ 3,094	\$ 318,937.00	\$ 2,087,137.00				
TOTAL EXPENSE + CF	\$ 1,986,605	\$ 2,303,305.00	\$ 4,071,505.00	\$ 669,900.28	\$ 141,348.13	\$ 811,248.41	20%

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