



Commission on Aging

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***ROSCOMMON COUNTY COMMISSION ON AGING
BOARD OF DIRECTORS MEETING MINUTES
October 19, 2022, at 1:00pm***

Meeting called to order: Chairman Tracy Ellerbrock-Constance at 1:00PM.

Pledge of Allegiance: All Attending

Roll Call: Tracy Ellerbrock-Constance-Chair, Al Schutz-Treasurer, Roberta Kary-Vice Chair, Madeline Hiller -Secretary, Peggy Poynter, Marc Milburn, and Chuck Corwin.

Mary Fry- Executive Director

Excused Absence: Kim Warner and Patty Bone

Intro of Guest: Jim Deamud, Attorney

Reading of Mission Statement: Mary Fry

Approval of Agenda:

Motion was made by Chuck Corwin to change date of minutes to September 21, 2022, supported by Al Schultz. Motion carried.

Roberta Kary made the motion to move Public Comments back under Approval of Consent Agenda supported by Chuck Corwin. Motion carried.

Approval of Agenda passed with corrections.

Approval of Consent Agenda:

- Minutes from September 21, 2022, Board Meeting
- In Home Service Report
- Yearend/Month end Meals Report
- Financial Reports
- Serenity Day Lodge Report
- 2022 Agency Service Survey
- Director's Team Report

Motion made by Roberta Kary to approve Consent Agenda. Second by Al Schultz. Motion Carried.

Public Comment:

Board Meeting had 9 Senior members that had questions about layoffs, services,

Managers at centers and hours that are being cut. Many concerns and suggestions were given to the Board to consider. See attachment.

Financial Committee Report: Al Schultz (Chair), Madeline Hiller and Roberta Kary 2022-2023 Balanced Budget, proposed and presented October 6th FC meeting, was not approved. Changes/suggestions given to Mary Fry for consideration at meeting. Secondary Balanced Budget provided to Financial Committee on October 7th.

Special Meeting scheduled for noon, 10-26, 2022 with the Financial Committee. Committee will review secondary proposed balanced budget and make recommendation to full Board at special meeting, 10-26-2022, at 1:00 pm.

Personnel Committee: Tracy Ellerbrock-Constance (Chair), Marc Milburn and Patty Bone Executive Director Annual Evaluation not yet scheduled. (Board member was absent at last meeting.) Executive Directors evaluation and proposed salary must be approved for budget purposes. Scheduled for Special Board Meeting on 10-26-2022, at 1:00 pm.

Approval of Revised Employee Handbook:

Roberta Kary motioned to approve revised Employee Handbook. Second by Al Schultz.

Discussion on missing HIPPA paragraph that needs to be added as well as date line and signature line to last page of handbook.

Roberta Kary rescinded motion for approval until HIPPA paragraph has been added and reviewed by RCCOA Attorney.

Directors Team Report:

Mary Fry discussed RCCF grant request – supporting Chore Program \$3,885.00 pending approval.

Roscommon County Transit: Drainage field form sign and completed.

Michigan Works Lease Agreement: Meet with Mark Berdan, proposed amended lease and the potential to increase the square footage, to include the Annex.

Proposed lease agreement would increase from \$3.20 per square foot to \$10.00 per square foot. This would increase rent from \$1000.96 per month to \$2300.00 per month. The addition of the Annex to their lease would increase the total rent to approximately \$3128.00 per month. Mary is waiting for a call back from Mark and Michigan Works front office.

Appointment of Nominating Committee:

Tracy Ellerbrock-Constance appointed Chuck Corwin, Peggy Poynter and Pattie Bone to this committee. They will schedule a meeting and get back with Board with appointees.

Houghton Lake Advisory Board Report:

They are looking for new members and will have a meeting to find out who is interested in serving. Looking for President, Secretary and Treasurer. All these positions are voluntary.

County Commissioner's Appointment:

This is a Commissioner's Board appointment.

County Commissioner's Report:

Marc discussed letter from Jodi regarding shortage that Roscommon County is having. Looking to cut and streamline departments and hours if needed.

Region 9 Advisory Committee Report:

Chuck did not attend, and the minutes were not available yet.

Senior Center Report:

Houghton Lake Center: Tracy Ellerbrock-Constance and Madeline Hiller

Wonderful time at the Luau, no further comments.

Roscommon Center: Peggy Poynter and Kim Warner

Will be having a Halloween party. Advisory Board making treats for MOW clients to enjoy for Halloween. Treats will be included with their MOW deliveries.

St. Helen Center: Roberta Kary and Patty Bone

Having their Soup Fundraiser this Saturday 10-22 from 1:00-4:00PM. Desiree making 3 soups that can be purchased in quarts to take home for \$13.00. Loaded Baked Potato, Chicken Tortilla and Vegetable Beef. For \$6.00 you will get a sample of all three soups, one bowl of your choice, slice of bread, dessert, and drink.

For \$11.00 you can purchase a sample of 3 soups, 2 bowls of your choice, bread, dessert, and drink plus 1 bowl of your choice to take home. St. Helen Chamber of Commerce is hosting a Chili cookoff again this year. Mary suggested that all three of the COA Centers participate.

Old Business:

Marc Milburn attended lunch at the center, said the meatloaf was very good.

New Business:

None

Public Comment:

Questions and comments made by ten people. Mary address some of the questions.

Board Comment:

Madeline Hiller announces that Betty Kimble's husband passed, and funeral will be Saturday at 2:00pm at Abundant Grace Church located on M-55.

Tracy announced and asked Tom Pettit to stand in recognition of the Consumers Power award to the Roscommon County United Way for \$250,000.00. This funding was given to support the ALICE program.

An additional grant of \$200,000.00 was awarded to Roscommon United Way to establish a mobile soup kitchen/pantry.

Board was asked to review Millage Rate.

Mary was asked if there would be a recognition for years of service for Deb Looney. Yes, we are planning something for just before her final trip.

Adjournment:

Motion to adjourn meeting at 2:33pm made by Chuck Corwin. Supported by Al Schultz. All in favor. Motion passed.

Respectfully submitted:

Madeline (Maddie) Hiller