



Commission on Aging

***DRAFT MINUTES
BOARD OF DIRECTORS MEETING
October 18, 2023, at 1:00 pm***

***LOCATION:
Administration Building Annex
1015 Short Drive, Prudenville, MI 48651***

Meeting called to Order by Roberta Kary – Chair at 1:00 pm.

Pledge of Allegiance

Board Members Present:

Roll Call: Roberta Kary – Chair, Peggy Poynter – Vice Chair, Kim Warner – Treasurer, Chuck Corwin – Secretary, Patty Bone, Steve Perialas, Phyllis Piotrowski, Kimberly Daniels and Marc Milburn

Excused Absence: None

Others Present:

Debra Looney – Interim Director
Tracy Baker – Controller

Reading of Mission Statement: Debra Looney – Interim Director

The purpose of the Roscommon County Commission on Aging is to promote the welfare, independence, safety, and health of our senior citizens through various programs

Roberta Kary – Chair announced that interviews of candidates for the RCCOA Director position will be conducted, and if one candidate requested a closed session interview, then all interviews will be held in closed session.

Public Comments:

None.

Board Comments:

Kimberly Daniels asked if the Board will go into closed session for discussion of candidate interviews.

Roberta Kary – Chair said that discussion of candidate interviews will be made in closed session, but decisions cannot be made in closed session.

Approval of Agenda:

Motion: Marc Milburn **Second:** Kim Warner **Approval:** All in favor - Motion Passed

Approval of Consent Agenda:

- Minutes – Board Meeting, September 20, 2023
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion: Chuck Corwin **Second:** Steve Perialas **Approval:** All in favor - Motion Passed

Director's Report:

Debra Looney – Interim Director gave a verbal report of her visits at the centers and RCCOA activities, events and updates.

Controller's Report:

Tracy Baker – Controller reviewed the Profit & Loss Budget vs. Actuals for October 2022 through September 2023, and the Balance Sheet as of September 30, 2023. Ms. Baker also presented reports with financial and statistical graphs and charts comparing current and prior year data. Ms. Baker's verbal and written reports indicated that the RCCOA is still in a good position to cover all expenses through January 2024, and that during the Fiscal Year 2022-2023, the RCCOA was successful in managing its finances and providing all the services it offers to the senior community in Roscommon County.

Old Business:

County Commissioners Representative Board Member:

Marc Milburn announced that the Roscommon County Commissioners have selected him to be their representative for another term.

St. Helen Center Representative Board Member:

Roberta Kary was reelected as St. Helen Center Representative Board Member.

Roscommon Representative Board Member:

Peggy Poynter was reelected as Roscommon Center Representative Board Member.

New Business:

Selection of candidate for the Member-At-Large position with term expiring in December 2023 (currently held by Chuck Corwin):

Motion to approve Chuck Corwin for the Member-At-Large position:

Motion: Steve Perialas **Second:** Kimberly Daniels

Motion Vote:

Roll Call: Marc Milburn – Yes, Patty Bone – Y, Kim Warner – Yes, Peggy Poynter – Yes, Steve Perialas – Yes, Phyllis Piotrowski – Yes, Kimberly Daniels – Yes, Roberta Kary – Yes, Chuck Corwin – Abstain

Approval: Motion Passed: 8-Yes, 1-Abstain

Interviews for RCCOA Director position:

Roberta Kary – Chair announced the names of the candidates present for interviews for the Director position: Rachel Kieft, Kimberly Hines, Mark Constance, and Debra Looney.

Motion to go into Closed Session for Candidate Interviews and Board Discussion:

Motion: Kimberly Daniels **Second:** Patty Bone **Approval:** All in favor - Motion Passed

Meeting entered closed session.

The Board conducted interviews and discussed the candidates for the Director position.

Motion to Return to Open Session:

Motion: Kim Warner **Second:** Steve Perialas

Approval: All in favor - Motion Passed

Meeting returned to open session at 4:17 pm.

Roberta Kary – Chair announced the floor was open for nominations of candidates for the Director position.

Motion to Nominate Kimberly Hines for the RCCOA Director Position:

Motion: Kim Warner **Second:** Chuck Corwin

Motion Vote:

Roll Call: Steve Perialas – Yes, Phyllis Piotrowski – No, Kimberly Daniels – Yes, Peggy Poynter – Yes, Kim Warner – Yes, Patty Bone – Y, Marc Milburn – Yes, Chuck Corwin – Yes, Roberta Kary – Yes
Approval: Motion Passed: 8-Yes, 1-No

Roberta Kary – Chair announced that Kimberly Hines’ start date as RCCOA Director will be November 1st and Debra Looney will stay on as Interim Director until then.

Senior Center Reports:

Houghton Lake Center: Kimberly Daniels reported that Robin Williams suggested the Houghton Lake Center pay for ad-free YouTube service for cardio drumming.

Roscommon Center: Peggy Poynter and Kim Warner talked about their upcoming Halloween Party and reported that Ellenor’s 100th Birthday party was a success.

St. Helen Center: Patty Bone talked about their upcoming Halloween party.

County Commissioner’s Report:

Nothing reported.

Region 9 Advisory Committee Report:

Chuck Corwin talked about Medicare Open Enrollment, Direct Care Workers’ raise of \$0.80 per hour, and the 3.2% Social Security increase.

Public Comments:

Mark Constance thanked the Board for the interview opportunity.

Board Comments:

Steve Perialas said that the interviewed candidates are very close in qualifications and they are all excellent candidates.

Motion for Adjournment:

Motion: Kimberly Daniels **Second:** Steve Perialas

Approval: All in favor - Motion Passed