



Commission on Aging

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***DRAFT MEETING MINUTES
BOARD OF DIRECTORS MEETING
January 15th, 2025 at 1:00pm***

Call Meeting to Order: Roberta Kary – Chairperson @ 1:00 pm

Pledge of Allegiance

Roll Call: **ALL IN ATTENDANCE**

- Roberta Kary – Chair
- Kimberly Daniels – Vice Chair
- Phyllis Piotrowski - Treasurer
- Chuck Corwin-Secretary
- Kim Warner (left early)
- Marc Milburn
- Kathy Jernigan
- Peggy Poynter

Intro of Guests:

Joel Denver, COA Maintenance
Heather Downing, COA Nutrition Administrator
Janette Butler, At-Large Candidate
Terri Hidey, At-Large Candidate

Excused Absence: **N/A**

Reading of Mission Statement:

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

Approval of Agenda:

ADD 2025 MEETING DATES TO NEW BUSINESS

ADD EMPLOYEE BENEFITS DISCUSSION TO NEW BUSINESS

Motion by: **Kimberly Daniels**

Second by: **Marc Milburn**

Approval: **ALL IN FAVOR**

Approval of Consent Agenda:

- Minutes-Board Meeting, November 20, 2024
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Kimberly Daniels**

Second by: **Kim Warner**

Approval: **ALL IN FAVOR**

Public Comment: *(please limit your comments to not more than 3 minutes)*

NO PUBLIC COMMENT

Director's Report:

- **Thanked staff for working to deliver 400 meals per day (multiple days) to cover 2 snow days and holiday closures.**
- **Sheriff requested 25 names of homebound clients to deliver Christmas baskets.**
- **Family Fare in Houghton Lake gifted 10 bags (food, beverage, clothing, etc.) to homebound clients.**
- **Chuck's donated hand sanitizer sets that seniors from our centers wrapped with a card and were delivered to meals on wheels clients. Clients who receive in-home services will be the next recipients.**
- **Attended Region 9 Director's Meeting with Tracy Baker to learn about new forms and met Tyler, Nutrition Coordinator.**
- **AAA gave meal setting for each center to aid those with mobility problems.**
- **Jan Williamson, MMAP representative, submitted \$1,825 voucher for New to Medicare Classes (that the agency will receive) and assisted 130 seniors during Open Enrollment.**
- **Houghton Lake Lions Club disbanded and donated \$365 to "Meals On Wheels".**
- **Attended the Taste of Houghton Lake Event with Chuck Corwin and served over 200 Chili samples made by Laurie Harteau, the winner of the agency Chili Cook-Off.**
- **Laurie Harteaus's Chili will be available for sampling at Winterfest, St. Helen Trunk-or-Treat.**
- **Gordon Food held a Food Sampler Event at the Houghton Lake Center with approximately 80 people in attendance. The event will also be held at the Roscommon and St. Helen Centers with hopes the Advisory Boards will encourage local business attendance.**

Controller Report: Tracy Baker

- **Reviewed Income and Expenses for December 2024 Fiscal Year to Date**
- **Reviewed meal numbers, in-home service units, and Serenity Day Lodge units**
- **Cash Flow Projection is stable**
- **Agency is successfully operating within the budget parameters**

Old Business:

At-Large Position

Interviews of the At-Large position candidates were conducted by the Board, followed by a discussion of the candidates.

Roberta Kary, Chairperson asked the Board to vote on the candidates via paper ballot

VOTE RESULTS: JANETTE BUTLER (4) {WINNER}

TERRI HIDEY (2)

***1 ballot contained both candidates and was disqualified**

JANETTE BUTLER ELECTED AS MEMBER AT-LARGE WITH TERM ENDING 12/31/2026

Appointing Committee members

PERSONNEL and NOMINATING COMMITTEE

- **KIMBERLY DANIELS – CHAIRPERSON**
- **CHUCK CORWIN**
- **KATHY JERNIGAN**

PROGRAMS and EVALUATION COMMITTEE

- **MARC MILBURN – CHAIRPERSON**
- **PEGGY POYNTER**
- **JANETTE BUTLER**

GOALS COMMITTEE

- **ROBERTA KARY – CHAIRPERSON**
- **CHUCK CORWIN**
- **PHYLLIS PIOTROWSKI**
- **DEBRA LOONEY**
- **EMIL BELLENBAUM**

FINANCE COMMITTEE

- **PHYLLIS PIOTROWSKI – CHAIRPERSON**
- **KIMBERLY DANIELS**
- **JANETTE BUTLER**

MOTION TO APPROVE COMMITTEES AS PRESENTED.

First: Chuck Corwin

Second: Kathy Jernigan

Roll Call: Kim Warner – YES
Marc Milburn – YES
Phyllis Piotrowski – YES
Peggy Poynter - YES
Chuck Corwin – YES
Kimberly Daniels – YES
Kathy Jernigan – YES

New Business:

2025 Meeting Dates

MOTION TO SET MONTHLY BOARD MEETINGS ON THE 3RD WEDNESDAY OF EACH MONTH EXCEPT IN JULY AND DECEMBER 2025.

First: Kimberly Daniels

Second: Marc Milburn

Approval: **ALL IN FAVOR**

Employee Benefits – **Roberta Kary requests board members to participate in the discussion of healthcare benefits for employees. Board members will receive healthcare proposals soon. Discussion of the availability of employee benefits at the next board meeting on February 19, 2025, with Mark Sisson, healthcare representative.**

County Commissioner’s Report: Marc Milburn

- Appointed by the County Commissioners to serve as their representative
- Thanked Chuck and Deb for their participation in the Taste of Houghton Lake Event

Region 9 Advisory Committee Report: Chuck Corwin

- **MMAP will continue**
- **Shared concerns of housing, transportation, utilities, and medications for seniors**
- **PACE will be housed on Cloverleaf Lane south of M-55, Houghton Lake and will provide “ALL INCLUSIVE” healthcare services**

Senior Center Reports:

Houghton Lake: (Phyllis Piotrowski & Kimberly Daniels)

- **Reported to the Advisory Board on the number of meals as presented in the November Board Meeting. Advisory Board very impressed.**

Roscommon: (Peggy Poynter & Kim Warner)

- **New people are attending the center.**
- **Sad to see Laurie Harteau leave.**
- **Preparing for Valentine’s Day Celebration.**

St. Helen: (Roberta Kary & Kathy Jernigan)

- **American Legion presented a check to purchase a microphone for bingo and drumming equipment.**
- **Christmas Party was great.**
- **Planning a Valentine’s Day party.**
- **Would like to increase attendance for the Arthritis Exercise group.**
- **After lunch bunch is increasing.**
- **Will be hosting a White Elephant party to benefit “Meals on Wheels”**
- **Parking plowing is really good this year.**
- **Lisa Beatty, Attorney had a good presentation on Elder Abuse.**

Roberta Kary spoke as a representative of St. Helen Helping Hands and thanked the St. Helen Center for their support.

Public Comment: *(please limit your comments to not more than 3 minutes)*

Terri Hidey – Happy that there were 3 candidates for the At-Large position. Would like to see Laurie's Chili at St. Helen Winterfest on February 22, 2025. Statement regarding her mother.

Emil Bellenbaum – Discussed the county's estimated millage vs the COA's estimated millage.

John Diesler – Complimented the board. Has information available for seniors that he is willing to share with anyone interested.

Board/Director Comments:

Kathy Jernigan – Comment that the County Commissioners do not control the Agency and clarification of the millage. Roberta Kary confirmed that the county is a passthrough for the millage funds. Disability Network provided a helpful presentation.

Phyllis Piotrowski – Clarified that the millage allocation by the county is a projection. Would like more information regarding the public comment made by Terri Hidey.

Kimberly Daniels – Would like to make sure she and Janette Butler get board binders. Chuck gave updated board binders to members at the November 2024 meeting and will be sure to get binders to Kimberly and Janette at the next meeting. Discussed the work being put into reviewing the Financial Policy and Procedures which have been a long process. Expecting to have the recommendations for the Financial Policy and Procedures presented to the board by the end of Spring.

Debra Looney – All centers are being fogged on a weekly basis. Rhonda Cross from RCTA has been invited to the Older Michigander Days with the Agency on May 7, 2025. The Caregiver Wellness Conference is being held February 20, 2025, at the Houghton Lake Center. Please spread the word that this conference is for everyone. There were 11 attendees at the Caregiver Luncheon.

Roberta Kary – Locations for the April, May, and June Board Meetings will be determined at the next meeting on Wednesday, February 19, 2025.

Adjournment: @ 2:49 pm

Motion by: **Kathy Jernigan**

Second by: **Peggy Poynter**

Approval: **ALL IN FAVOR**