



Commission on Aging

1015 Short Dr Suite A, Prudenville, MI 48651  
989.366.0205 Fax: 989.366.0136  
[www.rccoa.net](http://www.rccoa.net)

***DRAFT MEETING MINUTES  
BOARD OF DIRECTORS' MEETING  
May 20th, 2026, at 1:00pm  
10493 Airport Rd, St. Helen, MI 48656***

Call Meeting to Order: Kathleen Jernigan – Vice Chairperson @ 1:01 pm

Pledge of Allegiance

Roll Call: Kathleen Jernigan – Vice Chair, Phyllis Piotrowski - Treasurer, Kim Warner-Secretary, Peggy Poynter, Todd DeLisle, Janette Butler (arrived at 1:05pm)

Intro of Guests: **N/A**

Excused Absence: Kimberly Daniels, Marc Milburn, Debra Looney

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:**

Motion by: **Kim Warner**

Second by: **Peggy Poynter**

Approval: **ALL IN FAVOR**

**Motion to amend April 15<sup>th</sup>, 2026 meeting minutes to reflect the change under New Business: Board Member's Responsibilities – No direction or management to staff, director is their only employee.**

Motion by: **Phyllis Piotrowski**

Second by: **Janette Butler**

Approval: **ALL IN FAVOR**

**Approval of Consent Agenda with revision to minutes as presented.**

- Minutes, Board Meeting April 15<sup>th</sup>, 2026
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Janette Butler**

Second by: **Todd DeLisle**

Approval: **ALL IN FAVOR**

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

Emil Bellenbaum – Looking for status of board training and binder update.

Russ Tomes – Handicap door needs repair at the St. Helen Center.

**Director's Report:** (read by Kathleen Jernigan)

- Thanked Becky for having us today
- Co-Sponsored with AmeriCorps Seniors an afternoon lunch and learned about classroom grandparents and senior companions
- RCCOA attended 2 business expos on the same day held by Houghton Lake Chamber of Commerce and Roscommon Chamber of Commerce. Thank you to the awesome staff for handing out our information
- Matter of Balance classes have started up again in the Annex at the Prudenville office – brainstorming for future class locations if we get can a group of at least 8 then we will be able to bring a class to a center near you
- Our Serenity Day Lodge opened May 4<sup>th</sup> and we will have a report at the next month's meeting
- Our Coach Trip to Washington Dc was great with 49 seniors on the trip of a lifetime
- We attended Older Michigianians Day in Lansing with 17 friends. Thank you to all who froze while listening to speakers and then warmed up a little while getting to speak to a few Representative's aids. We also presented the letters some of you signed. Thank you for presenting/supporting our seniors
- Our Elder Abuse Conference was held at the Houghton Lake Center with informative guest speakers and vendors who shared their information. A very good lunch was provided. Thank you to Hether DeLisle and NEMCSA, as this conference was made possible through a grant.
- We received our Walking Program Equipment this week from grant funding. All 3 centers are going to offer a walking event in their community (date to be announced)
- DTE Rebates for the new furnaces were received: Roscommon \$278.64 and St. Helen \$322.50. We are still waiting on Houghton Lake and Prudenville
- Improvements to the Prudenville sidewalk are in the works
- Repairs to the dishwasher in St. Helen
- Repairs to the stove in Houghton Lake
- Repairs to the steam table/server in Roscommon
- Our very own Charles C. Corwin (aka Chuck) is being recognized as the Michigan Community Action Volunteer of the year for both Northeast and Northwest Michigan and is being honored today in Lansing

**Controller Report:** Tracy Baker

- Reviewed Income and Expenses for April 2026 Year to Date
- Reviewed meal numbers, in-home service units, and Serenity Day Lodge numbers
- Operating within budget parameters

**Old Business:**

Update from Special Committee regarding Executive Director's salary from Region 9 counties  
– Phyllis Piotrowski presented an informational report

**New Business:**

Bank signature cards signed

**Board Approval of Complaint Resolution Procedure Policy**

**Motion to approve the Complaint Resolution Procedure Policy Revision 3 with the correct spelling of Serenity.**

Motion by: **Janette Butler**

Second by: **Peggy Poynter**

Approval: **ALL IN FAVOR**

**County Commissioner's Report:** N/A

**Region 9 Advisory Committee Report:** ChN/A

**Senior Center Reports:**

Houghton Lake: (**Phyllis Piotrowski** & Kimberly Daniels)

- Thankful for new Bingo board
- 5/22 Memorial Day Observance with shared stories of deceased veterans

Roscommon: (**Peggy Poynter** & Kim Warner)

- New meal drivers
- 5/22 Memorial Day Observance

St. Helen: (Kathy Jernigan)

- Cinco De Mayo Party was a success
- 5/15 Spring Tea
- 5/22 Veterans eat free for Memorial Day
- Car Show in July
- Father's Day Celebration 6/22

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

Cathy Tomes – concern for the back sidewalk is a danger due to cracked raised concrete and leaks in the ceiling.

Al Armbruster – Would like staff training to be held in the evening instead of closing

Emil Bellenbaum – Comment regarding the budgeted millage fund and Roscommon County's Purchasing Policy. Comment regarding board knowledge regarding in home service providers, wait times for services and meals.

**Board/Director Comments:**

Kathleen Jernigan – Attended Older Michiganians Day and learned legislators are seeking a 10% cut in COA services funding. Contact Mr. Borton with your concerns.

Kim Warner – Farwell has grab-n-go available until 1pm after everyone has been fed.

**Adjournment: 2:10 pm**

Motion by: **Peggy Poynter**

Second by: **Janette Butler**

Approval: **ALL IN FAVOR**

APPROVED