Roscommon County Commission on Aging

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DRAFT MEETING MINUTES
BOARD OF DIRECTORS' MEETING
September 16th, 2026, at 1:00pm

The October Meeting will be held at the
Annex – 1015 Short Dr. Prudenville 48651

APPROVED

Call Meeting to Order: Kimberly Daniels – Chairperson **@ 1:03 PM**

Pledge of Allegiance

Roll Call: Kimberly Daniels – Chair, Phyllis Piotrowski - Treasurer, Kim Warner-Secretary, Peggy Poynter, Todd DeLisle, Jan Butler,

Intro of Guests: Heather Downing, Head cook St Helen Center & RCCOA's Nutritionist
Jim Deamud, Attorney **(absent)**

Excused Absence: Marc Milburn, Kathy Jernigan

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: **Jan Butler**
Second by: **Peggy Poynter**
Approval: **ALL IN FAVOR**

Approval of Consent Agenda:

- Minutes, Board Meeting, August 26th, 2026
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Kim Warner**
Second by: **Kathy Jernigan**
Approval: **ALL IN FAVOR**

Public Comment*: (please limit your comments to not more than 3 minutes)*
Laura Stodder – Rural Health Hub Survey issued for Community feedback

Director's Report: Debra Looney

- Memorial Service honored 108 who passed away this year. Thank you to the center managers and Music in the Air
- Senior Expo today at the Northern Center hosted by Houghton Lake Chamber of Commerce. Brittani and Heather will be there on our behalf
- All 3 centers are in good shape with repairs
    - St. Helen had the dishwasher repaired, electrician fixed the timing on the outside lights
    - Roscommon had the burner on the stove repaired
- Attended the Elder Abuse and Exploitation Conference with the center managers from Roscommon and St. Helen and Peggy Poynter
- September 22nd – Horizon Bank Community Give Back at the Houghton Lake Center 12-5pm. They will be there helping with lunch, clean-up, bingo, and packing shelf stable meals (500) which are distributed to participants of the Home Delivered Meals Program 2x per year

Controller Report: Tracy Baker

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

Old Business:
Sworn in Carolyn Minton as the second representative for St Helen Center, Oath of Office given by Kimberly Daniels, term expires 12/2027

New Business:
2026-2027 Budget Approval presented by Phyllis Piotrowski

MOTION TO APPROVE THE 2026-2027 BUDGET.
Motion by: **Phyllis Piotrowski**
Second by: **Jan Butler**
Roll Call: **Peggy Poynter – YES**
Jan Butler – YES
Todd DeLisle – YES
Kimberly Daniels – YES
Carolyn Minton – YES
Phyllis Piotrowski – YES
Kim Warner - YES
Motion passed unanimously

Heather Downing discussed the menu changes required to meet the Dietary Guidelines issued by Lansing. Alternate meals are available for fish allergies if center is provided with proof of allergy from a physician. Working on getting carbohydrates counts on the menu.

APPROVED

Project Council needs 2 community members from each center to discuss the Spring/Summer menu (1 day project).

County Commissioner's Report: NONE

Region 9 Advisory Committee Report: NONE

Senior Center Reports:

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

- No Talent Talent Show was successful with 30 in attendance
- Memorial Service is really appreciated
- Mobile Secretary of State on September 30
- Live Music on October 19
- Halloween Party on October 30

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

- Thanked Kim Warner for the 9/11 Memorial tribute
- The Elder Abuse Conference was good
- Halloween decorating is in the works
- Planning an Apple Orchard Trip
- Kim Warner stated she really enjoyed playing for the 9/11 tribute

St. Helen: (Kathy Jernigan & Carolyn Minton) NO REPORT AVAILABLE

Public Comment: *(please limit your comments to not more than 3 minutes)*
NONE

Board/Director Comments:
NONE

Closed Executive Session:
Motion to adjourn the regular meeting and enter closed Executive Session for informative discussion at 2:01 pm.
Motion by: **Kimberly Daniels**
Second by: **Peggy Poynter**
Approval: **ALL IN FAVOR**

APPROVED