

Antrim County Commission on Aging Board of Advisors

Minutes of September 19th, 2022 Meeting

Board Members Present: Rick Teague; Chair, Bev McCamman Vice Chair, Brenda Ricksgers, Candy Jacques, Sally Hannert, Judy Parliament; Director **Others Present:** Amy Tate (office manager).

Meeting called to order by Rick Teague at 1:04 pm in the Bellaire Senior Center conference room.

The **Agenda** was reviewed. Motion by Teague to approve the agenda as amended (removed the Policy & Procedure Policy review). Supported by Ricksgers. Approved.

OPPORTUNITY FOR CONFLICT OF INTEREST DISCLOSURE: None Noted

The **Minutes** of the August 15th, 2022 meeting were reviewed. Motion by Ricksgers to approve the minutes as presented. Supported by McCamman. Approved.

Financial Reports

Review of the August 2022 Financial Reports. Motion by McCamman to accept the financial reports as presented, supported by Jacques. Accepted.

Programs: COA Program Reports were reviewed. Noted we are at (200%) of our goal for HDM program. Project Fresh coupons all distributed successfully. Motion by Ricksgers to accept the Program reports as presented, support by McCamman. Accepted.

OLD BUSINESS:

Trucks- The 2022 truck has been in use for a few weeks, the 2017 GMC Judy will pick up from Elkhart Indiana on Mon. the 26th of September.

Chairs – no progress, Motion by Teague to order a sample (pack of 4) to see if they meet our needs. Then to proceed to order 100 chairs, to include necessary accessories, not to exceed \$5,000.00. supported by Jacques. Approved.

2023 Budget – Submitted (Copy included in packet) Reviewed. Motion by Teague to recommend to the BOC to approve the proposed 2023 operating budget for COA with an Expenditure over Revenue balance of (\$ - 470,455.00), with monies to come from the current fund balance. Supported by Jacques. Approved unanimously.

In-Home Homechore Contract – no progress

Client Snow Removal Contracts – Approved by BOC, we will continue to look for contractors in underserved areas.

COA Snow Removal Contract – presented Union Designs amended contract to include the hourly rate for bulk snow removal. After rescinding recommendation made at the September meeting, to accept the previous bid submitted by Union Designs, a motion was made by Teague and supported by Jacques to recommend to the BOC that this updated bid from Union Designs be approved for the 2022/2023 season.

Miles for Memories / MyID meeting with Sheriff's Dept.- pending a meeting with the Sheriff's dept.

Painting & Floors – Bellaire Senior Center flooring installation begins on Mon. Oct. 3rd with the painting to follow.

NEW BUSINESS:

Bellaire Air Conditioners- 1 A/C unit is as old as the building. 1 is possibly repairable, but aging. Presented 2 Quotes 1 from K&K, the other from D&M, will ask for one from Top Notch. Motion made by Teague to approve to move forward with purchase not to exceed \$11,000.00 supported by McCamman. Approved

Mancelona Dishwasher – is not working properly and belongs to Mancelona Township, however it is mainly used only by us for the purpose of our meal site. Due to the high cost of what it would be just to repair the unit we offered to pay half to purchase a new unit. Motion made by Teague to share the cost of the purchase of a new dishwasher not to exceed \$9,000.00, supported by McCamman. Approved.

Elk Rapids Refrigerator- needed to be replaced quickly, the other one was not holding temperature adequately. A new commercial fridge was already purchased at a cost of \$1500.00.

2011 Truck Fiberglass Repair / GFL Collision – pending repair

MDSA Fall Conference Oct. 19th – 21 @ conf. 1 rm.1 Night – Judy is requesting authorization to invite Amy to the conference and the cost of 1 night's stay at Shanty Creek. Motion was made by Teague to invite Amy to the conference and pay for 1 night stay not to exceed \$350. Supported by McCamman. Passed.

Review of Policy/Procedures: Handling Nutrition Contributions – moved to next month.

Public Comment:

Rick Teague: Thank you for all we are doing to help the Seniors.

Meeting Adjourned: 2:28 p.m. by Call of the Chair

Respectfully Submitted,

Sally Hannert,
Recording Secretary