

**Barry County Commission on Aging
Board Meeting Minutes – May 16, 2023**

The May 16, 2023 COA Board Meeting was called to order by Chairperson Jennie DeWitt at 2:00 p.m. at the Commission on Aging building in Hastings. Roll call was taken before the Pledge of Allegiance.

Present: Commissioner Mike Callton, Betsy Colgan, Terry Dennison, Jennie DeWitt, Sheryl Lewis Blake, Sager (Junior) Miller, Charlotte Mohler, Sally Shuster Shoff, Douglas Smendik, Mike Snyder, and Dave Tossava. **Absent:** Don Bowers, Carrie McCormick. **Staff:** Courtney Ziny, Susanne Huebner. Persons in attendance also included one other interested person.

Approval of Agenda: DeWitt noted that the agenda needed to be amended to include proposed approval of an invoice from Griffin's Truck Caps, approval of an invoice for vehicle repairs, and approval to open a fund at the Barry Community Foundation. Motion by Tossava to approve the agenda as amended. Support by Shuster Shoff. All ayes. **Motion carried.**

Approval of Minutes: Moved by Smendik, supported by Lewis Blake, to approve the minutes of the April 18, 2023 meeting as written. All ayes. **Motion carried.**

Public Comment: Stacey Wines, CEO of CareWell South West, reminded of CareWell's public hearing during the board's June meeting in Delton.

5 + 5 Presentation: Judy VanDien, MMAP Services

VanDien noted the different types of MMAP programs, explained the process of getting started with Medicare, and the services offered by the MMAP Coordinator and volunteer counselors at the Barry County COA. The busiest time of the year tends to be open enrollment season; during the year, inquiries, education on Medicare 101, and scam prevention are big parts of the services provided by COA MMAP Services. Last year, 104 beneficiaries received services, in a total of 123.25 hours of counseling.

COA Committee Reports:

a. Building Committee Report: Mike Snyder

Snyder reported about the building committee meeting from May 4th, and reviewed the committee's report with the members of the COA Board. The County wants to create a steering committee with people from different agencies, including the COA, to include other essential stakeholders into the process.

Discussion to recommend Executive Director Ziny and Mike Snyder to be part of the steering committee.

Motion by Tossava to recommend Sheryl Lewis Blake to the steering committee. Support by Mohler.

Discussion.

Motion withdrawn by Tossava.

Motion by Tossava to recommend Ziny, Snyder, and Judy VanDien to the steering committee. Support by Shuster Shoff. All ayes. **Motion carried.**

- b. Client Services Committee: Next meeting will be held on June 01, 2023 at 5 p.m.
- c. Finance Committee: Finance Committee will meet on June 08, 2023 @ 1 p.m.

Correspondence: N/A

Finance Report:

- a. Moved by Shuster Shoff, supported by Snyder, to approve the April 2023 Financial Reports as presented. Roll call vote taken: 11 ayes - 0 nays. **Motion carried by roll call vote.**
- b. Pay Rate Increase: Motion by Tossava, supported by Callton, to approve additional 3% pay raise effective June 03, 2023. Roll call vote taken: 11 ayes - 0 nays. **Motion carried by roll call vote.**

Director's Report: Courtney Ziny, Executive Director

- Ziny reviewed her report with the COA board members
- Cap for recently purchased truck finally arrived

Additional Action Items:

- a. Motion by Smendik, supported by Shuster Shoff, to approve updated Vision and Mission Statement. All ayes. **Motion carried.**
- b. Motion by Lewis Blake, supported by Tossava, to approve updates to the COA By-Laws as proposed. All ayes. **Motion carried.**
- c. Motion by Callton, supported by Colgan, to approve payment of invoice from The Reminder in the amount of \$2,560.10. Roll call vote taken: 11 ayes - 0 nays. **Motion carried by roll call vote.**
- d. Motion by Lewis Blake, supported by Shuster Shoff, to approve payment of invoice from Griffin Truck Caps in the amount of \$2,900.00. Roll call vote taken: 11 ayes - 0 nays. **Motion carried by roll call vote.**
- e. Motion by Tossava, supported by Callton, to approve payment of invoice from Hastings Pro Auto in the amount of \$3,167.77 for vehicle repairs. Roll call vote taken: 11 ayes - 0 nays. **Motion carried by roll call vote.**
- f. Motion by Smendik, supported by Shuster Shoff, to open a fund at the Barry Community Foundation specifically for a building, and to approve to move \$5,000 into the new fund. Roll call vote taken: 11 ayes - 0 nays. **Motion carried by roll call vote.**

Informational Items:

- a. Staff training will be held on June 1st.
- b. Kitchen Process for Ordering/Receiving Meals
- c. Upcoming events include an Estate Planning Open House on June 7th, and a Dementia Caregiving Series presented by CareWell Services South West.
- d. **Commission Report:** Commissioner Callton
Callton talked about the County's intent to form a steering committee to add resources to the new COA building.

Members Time:

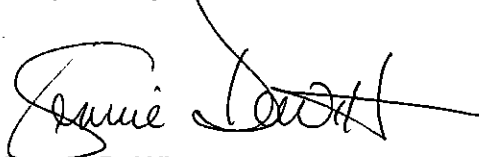
- Terry Dennison mentioned that the play "Into the Woods" performed by the Thornapple Players was a success.

Adjournment:

Moved by Tossava, supported by Colgan, to adjourn the meeting. **Motion carried.**

Meeting adjourned at 3:29 p.m.

Respectfully submitted,



Jennie DeWitt
Chair