

**BARRY COUNTY COMMISSION ON AGING
BOARD MEETING
Meeting Minutes
June 21, 2023**

The meeting was called to order at 12:45 p.m. by Chairperson Jennifer DeWitt at the Faith United Methodist Church located at 503 South Grove Street in Delton, Michigan.

- I. Roll Call was taken. The following members were present: Commissioner Mike Callton, Betsy Colgan, Terry Dennison, Jennifer DeWitt, Carrie McCormick, Sager (Junior) Miller, Sally Shuster Shoff, and Mike Snyder. Absent: Don Bowers, Sheryl Lewis Blake, Charlotte Mohler, Douglas Smendik, David Tossava. Also present: Executive Director Courtney Ziny, and Office Manager Susanne Huebner. Persons in attendance also included a few interested people.
- II. Those present stood and said the Pledge of Allegiance to the Flag of the United States of America.
- III. Motion by Shuster Shoff to approve the written agenda as written. Support by Colgan. All ayes – motion carried.
- IV. Motion by Snyder to approve the Board Minutes from May 16, 2023 as written. Support by Shuster Shoff. All ayes - motion carried.
- V. Public Comment: None
- VI. Presentation - Stacy Wines, Chief Executive Officer CareWell Services

Wines presented the 2023-2024 Annual Implementation Plan and highlighted several bulletin points of the report.

McCormick left the meeting at 1:05 p.m.

Sheryl Lewis Blake entered the meeting at 1:10 p.m.
- VII. Committee Reports:
 - a. Client Services Committee Report

Committee member Dennison highlighted aspects of the June 1, 2023 Client Services Committee meeting and touched base on the written report submitted.

b. Finance Committee

Executive Director Ziny spoke about the June 8, 2023 Finance Committee meeting and highlighted some aspects of the written report.

i. Motion by Shuster Shoff, support by Colgan, to increase meal prices as proposed by the Finance Committee.

Discussion.

Motion by Shuster Shoff, support by Colgan, to amend motion to increase meal prices as proposed by the Finance Committee starting August 01, 2023. Roll call taken: 8 ayes - 0 nays - motion carried by roll call vote.

ii. Motion by Lewis Blake, support by Colgan, to approve the 2024 Budget Workbook as presented. Roll call vote taken: 8 ayes - 0 nays - motion carried by roll call vote.

VIII. Correspondence

COA received a Thank You card from Thornapple Manor for the tulips their residents received as part of the WBCH promotion.

COA received a Thank You card from the ISD intern that had been coming to the organization throughout the first part of the year.

IX. Finance Report

a. Motion by Shuster Shoff, support by Snyder, to approve write-off requests in the amount of \$973.50 for deceased clients' accounts. Roll call vote taken: 8 ayes - 0 nays - motion carried by roll call vote.

b. Motion by Shuster Shoff, support by Colgan, to approve the May 2023 QuickBooks Financial Reports as presented. Roll call vote taken: 8 ayes - 0 nays - motion carried by roll call vote.

X. Director's Report: Courtney Ziny, Executive Director

Ziny reiterated some summary points of her written report. The Cake Decorating Contest was a success, with nine teams competing in the challenge. The COA took a trip to Pierce Cedar Creek Institute which included a light lunch served by their staff. Looking ahead, the COA has ice cream socials scheduled for July in Hastings, Delton, and Nashville, as well as planning on being part of Senior Day at the Barry County Fair

in mid-July, and planning on attending Music at the Fountain in downtown Hastings in August.

XI. Action Items:

Motion by Dennison, support by Miller, to approve purchase of 2023 Colorado LT Crew Cab, Century DCU Aluminum Cap and the Vinyl Graphics in the amount up to \$4,500. Roll call vote taken: 8 ayes - 0 nays - motion carried by roll call vote.

XII. Informational Items:

- a. The Hastings Fire Department conducted an annual fire inspection on June 14, 2023.
- b. Information on some upcoming events was presented.
- c. The COA will conduct a financial workshop on August 15, 2023 at the COA building in Hastings.
- d. Commissioner's Report: Mike Callton
Callton talked about the Board of Commissioners interviewing for the county's Zoning Board of Appeals commission, and the Clerk's Office currently looking to get more staffing approved.

XIII. Members Time:

Dennison noted that the movie group in Hastings will have a General Custer impersonator stopping by on June 22, 2023 at the Hastings Library. The next movie shown by the group will be "Stepping Out" on July 13th.

A Steering Committee meeting is set for June 28, 2023.

XIV. Adjournment

Motion by Shuster Shoff, support by Colgan, to adjourn meeting. All ayes - motion carried.

Meeting adjourned at 2:25 p.m.

Respectfully submitted,



Jennifer DeWitt,
Chairperson