**MONTMORENCY COUNTY COMMISSION ON AGING**

**MINUTES FOR OCTOBER 20, 2022**

**PRESENT:** Elaine Ableidinger, Chairperson; Corky Proulx, Treasurer; Janet Demeulenaere; Lloyd Peltier, County Commissioner

**ABSENT:** Marian Weber, Secretary

**STAFF:** Vicki Goodburne, MCCOA Financial; Harmony Lewis, Director, Jeanne Steele-Brady, Registered Nurse

**GUESTS:** Steve Wright, Healthy Food Coordinator; Kelly Robinette, Service Coordinator-NEMCSA; Denny Davis, Atlanta Senior Center President

1. **Call to Order:** The meeting at the MCCOA office was called to order at 5:30 p.m. by Chair Elaine Ableidinger.
2. **Roll Call:** Quorum established; Four members present
3. **Pledge of Allegiance:** The Pledge of Allegiance was led by **Janet Demeulenaere**.
4. **Mission Statement:** The MCCOA Mission Statement was read by **Lloyd Peltier**.
5. **Approval of Agenda:** **Elaine Ableidinger** omit election of officers and committee appointments. Under New Business-change meeting time. **Proulx motion** to accept agenda as amended. **Demeulenaere seconded**. **Motion carried 4-0.**
6. **Approval of minutes from September 15, 2022.**  **Proulx motion** to accept minutes. **Demeulenaere seconded.** **Motion carried 4-0.**
7. **Approval of Finance Committee Minutes September 15, 2022: Proulx motion** to approve minutes from Finance Committee meeting. **Demeulenaere seconded. Motion carried 4-0.**
8. **Public Comment:** Denny Davis, President Atlanta Senior Center. MCCOA employee had volunteered to take phone calls regarding center rental. Davis requests the employee be able to take calls as she volunteered to do so. Suggested an answering service for excessive phone calls to the center regarding meals etc.
9. **Closed session minute approval: Peltier motion** to accept minutes from closed meeting. **Demeulenaere** seconded. **Motion carried 4-0**.
10. **Steve Wright, Healthy Food Coordinator:** Pop up produce market was a success in Montmorency County. Alan’s Produce provided local, fresh, healthy produce to the residents of Montmorency County. Started on June 28th and concluded on October 3rd. The project evolved essentially to a small scale farmers market. Advertising and word of mouth helped to spread the word and numbers continued to increase. Over the course of 15 weeks, more than 1500 people were served at the pop up produce markets. The project will continue next year.
11. **Leadership Report: Vicki Goodburne:**  Three payrolls occurred in September this year. Additional money was received from NEMCSA for the CARES act. An audit will occur on November 3rd with Dan Smith, CPA. 2022-2023 budget was introduced. Peltier asked if congregate meal income was up or down for the month. Goodburne reported congregate meal income was up for the month of September. **Motion by Peltier** to approve budget as presented by Goodburne. **Seconded by Demeulenaere**. **Ableidinger-Y, Demeulenaere-Y, Peltier-Y, Proulx-Y. Motion carried 4-0.**
12. **Nurse’s Report:** September down by 3 clients from August. Waiver clients were also down from August. 12 on waitlist for Homemaking, Personal Care or Respite.
13. **Director’s Report:**  Michigan Area Agencies on Aging conference was attended in September. Many initiatives are being put in place to help recruit DCW workers. Additional training, certifications, and accreditations will help to encourage workers to go into this field. Lewis states that should a client have an extended hospital stay or go on hold from services for a short time, employees cannot always be guaranteed to recoup the lost hours with other clients. Workers are offered other options should hours be reduced due to client cancellations.
14. **Board member resignation letter** received from Lewiston board member Richard Perry accepted with regrets. **Motion** to accept resignation by **Proulx. Seconded by Demeulenaere. Motion carried 4-0.**
15. **Employee Actions:**  Employee anniversary and longevity check approved. **Motion to approve employee actions by Proulx. Seconded by Demeulenaere. Motion carried 4-0.**
16. **New Business:** Director’s contract expires November 1, 2022. A special meeting to discuss Director’s contract will need to occur. The current contract will extend until the finance committee can meet to discuss. Discussion regarding changing the board meeting time back to 10 am instead of 5:30. **Motion by Demeulenaere to change meeting time to 10 am starting in November. Seconded by Proulx. Motion carried 4-0.**
17. **Statement of Grant was received from NEMCSA for the period of 10/1/22-12/31/22.**
18. **Senior Center reports:** Hillman: The outside of the center is continuing to be improved by removing old shrubs and trees. No report from Lewiston.
19. **NEMCSA Report:** Wrapping up the fiscal year. Matter of Balance classes are being offered in several counties. Montmorency County needs a second person approved to conduct a class in Montmorency County.
20. **Motion** to adjourn at 6:43 pm by **Peltier**, seconded by **Demeulenaere. Motion** carried **4-0**.

Minutes recorded and submitted by Harmony Lewis, Director