



Missaukee County Commission on Aging

2170 S. Morey Road • Lake City, MI • 49651
231-839-7839

October 17th, 2023

Missaukee County Commission on Aging Conference Room

It is the mission of the Missaukee County Commission on Aging to keep seniors of the county safe, engaged, and independent through education, advocacy, and services.

Executive Meeting

Meeting held in person; meeting began at 9:30

Present: Chair Patrick Smith, Vice Chair Bill Spurgeon, Treasurer Marcia Zimmerman, Secretary Helen “Taddy” Keeler & Director Bryant.

General Meeting

Meeting held in person & called to order at 10:02

Roll Call: Chair Smith, Vice-Chair Spurgeon, Treasurer Zimmerman, Secretary Helen “Taddy” Keeler, Members Michelle Geiger, Jane Bigham, & Gail Stahl.

Staff: Director Harris-Bryant,

Absent: Liaison Hughston

Guests: Jean Swaffer, Heidi Gustine, Executive Director with Area Agency on Aging

Pledge and invocation by Chairman Smith

Public: Jean Swaffer

Consent of Agenda

Additions/Deletions/Approval — Motion by Spurgeon to approve the agenda as presented, 2nd by Zimmerman.

September minutes reviewed, correction requested by Zimmerman under the General Meeting Roll Call to note that Keeler was indeed present and with that correction, motioned for approval, 2nd by Spurgeon.

Reporting

September 2023 Financial & Service Summary Reports Reviewed. Reporting \$40,000 left over from 2023 budget and MDOT has raised the mileage reimbursement from .29 to .43 per mile effective October 1st. Bigham asked for Services report to be updated to reflect month-to-month data.

New Business

1. NMCAA RE: Congregate Meals/Meals on Wheels: Information presented for review, motion by Stahl to add item to the Strategic Planning meeting for further discussion before moving forward with support. 2nd by Spurgeon.
2. Board Development: Heidi with AAA gave information on being on a board. After the discussion the Board decided to do a self-assessment by creating a questionnaire. Heidi, Pat, & Heather to develop questions and present to board and have results for the next meeting on November 21st.
3. MCCOA Policy Revisions
 - a. Categories of Employment
 - b. Vacation & Personal Time Off
 - c. Inclement Weather
 - d. Client CancellationsMotion by Zimmerman, 2nd by Bigham to accept presented policy revisions after Employee Handbook is reviewed by Bigham.
4. Annual Election of Officers: Spurgeon motioned that the current officers stay in place for the next year, 2nd by Stahl.
Roll Call Vote: Smith Y, Spurgeon Y, Zimmerman Y, Keeler Y, Stahl Y, Bigham Y, & Geiger Y. Motioned carried.
MCCOA 2024 Fiscal Year Executive Team as follows: Pat Smith Chairman, Bill Spurgeon Vice Chairman, Marcia Zimmerman Treasurer, and Helen “Taddy” Keeler as Secretary.
5. Employee Holiday Party: December 1st, 6-8p Lake City Eagles, appetizers. Heather will present a budget at the November meeting.

Old Business

1. Heating/Cooling System Replacement: Motion by Zimmerman to approve new system installation not to exceed \$40,000, 2nd by Spurgeon. Roll Call Vote: Smith Y, Spurgeon Y, Zimmerman Y, Keeler Y, Stahl Y, Bigham Y, & Geiger Y. Motioned carried.
2. Forest Area Credit Union Bank Account Set Up: Approval of September minutes, will be depositing \$50,000. Heather will make arrangements and let the signors know the details.

Community Outreach & FYI

Senior Expo Follow Up

Employee Staff Meeting November 15th @ Noon

Senior Networking Advisory Group (SNAG)

Human Services League Council (HSLC)

Vulnerable Adults Network (VAN)

Missaukee County Board of Commissioners — Next Meeting November 14th @ 4p

Next MCOA Board Meeting November 21st at 10a, Executive team meets 30 minutes prior.

Adjournment 1230p motion by Zimmerman, 2nd Spurgeon.