**MONTMORENCY COUNTY COMMISSION ON AGING**

**MINUTES FOR MARCH 17, 2022**

**PRESENT:** Elaine Ableidinger. Chairperson; Geyer Balog, Vice-Chair; Corky Proulx, Treasurer; Janet Demeulenaere; Marian Weber, Secretary, Richard Perry (via phone)

**GUESTS:** Lloyd Peltier, Hillman Senior Center President

**STAFF:** Vicki Goodburne, MCCOA Financial; Maureen Kent, MCCOA RN, Harmony Lewis, Director

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; five members present, 1 via phone
3. **Pledge of Allegiance:** The Pledge of Allegiance was led by **Elaine Ableidinger**.
4. **Mission Statement:** The MCCOA Mission Statement was read by **Corleen Proulx**.
5. **Agenda:** **Balog motion** to approve agenda with election of secretary under IX item 3, HDM fuel reimbursement under XI. C. and D. Veteran’s contract under X. **Demeulenaere seconded**. **Motion carried, 6-0.**
6. **Approval of Minutes from February 17th:**  **Ableidinger motion** to approve minutes of February 17th, 2021. **Seconded by Proulx**. **Motion carried 6-0**.
7. **Approval of Finance Committee minutes February 17th: Proulx motion** to approve minutes from Finance Committee meeting. **Seconded by Ableidinger. Motion carried 6-0.**
8. **Leadership Report: Vicki Goodburne:**  Budget and monthly P&L were presented by **Goodburne**. Internet budget to increase from $500 to $1000 for the remainder of FY 2022. Transfer $100,000 from AAACU to money market account at CFCU. AP and payroll presented. **Motion by Proulx** to approve AP. **Balog seconded. Roll call Proulx-yes, Balog-yes, Weber-yes, Ableidinger-yes, Demeulenaere-yes, Perry-yes**. **Motion carried 6-0. Proulx motion** for director to approve payment of any reoccurring bills without board approval. Any one time payments or variances will need board approval.

**Balog Seconded. Motion carried 6-0.**

**Election of Secretary: Proulx nominates Weber** to serve as **Secretary. Balog seconded. Roll Call Balog-yes, Perry-yes, Proulx-yes, Ableidinger-yes, Demeulenaere-yes, Weber-yes. Motion carried 6-0.**

1. **Nurse’s Report:** With employment of PCA’s up we are able to once again serve private pay clientele, which will generate additional funds. Employees continue to wear masks and PPE while in client’s homes.
2. **Director’s Report:**  Implementation of the EVV software has begun, with a timeline of approximately 90-120 days. Region 9 has requested 50 Aging Needs Assessment Surveys to be sent out to HDM recipients as well as In-Home Service clients to be filled out and returned to AAA by March 31st.
3. **Old Business:** 
   1. Regarding a lawsuit with a former employee **Balog motion** to pursue money owed to the Montmorency County Commission on Aging and retain Matt Wojda as attorney for MCCOA. **Demeulenaere Seconded. Motion carried 6-0**.
   2. MCCOA website updating was being done by Alpine Web, which has proven to be unreliable. **Balog motion** to contract with Jake Larsen of Elk Country Computer for website maintenance. **Demeulenaere seconded. Roll call Proulx-yes, Demeulenaere-yes, Weber-yes, Balog-yes, Perry-yes, Ableidinger-yes. Motion Carried 6-0.**
   3. Contact with VA contract staff will be made to secure the contract for MCCOA once again.
4. **New Business:**
   1. **Employee Actions: Motion** to approve 3 employee anniversary wage increases by **Weber, seconded by Demeulenaere. Roll call Proulx-yes, Balog-yes, Demeulenaere-yes, Ableidinger-yes, Perry-yes, Weber-yes. Motion carried 6-0.**
   2. **New Board Member:** Prospective new board member Dr. Jean Truscott’s application was accepted as Lewiston member at large. **Weber motion** to accept application. **Demeulenaere seconded. Motion passed 6-0.**
   3. **HDM gas cards:** Gas cards will be distributed to Home Delivery Meal drivers every pay period to help supplement rising gas prices. This will continue for the next 60 days, after which time it will be reassessed to meet current prices of gas and/or need. Amounts based on miles driven with Hillman receiving $150 per pay period, Atlanta and Lewiston $100 per pay period. **Proulx motion** to approve gas cards for HDM drivers for 60-day period. **Demeulenaere seconded**. **Roll call Balog-yes, Proulx-yes, Weber-yes, Ableidinger-yes, Demeulenaere-yes, Perry-yes. Motion carried 6-0.**
5. **Senior Center reports:** No news reported for Lewiston. Atlanta Senior Center Board meeting minutes presented. Weber will serve as liaison for Atlanta center. Hillman will have a craft sale April 1st and 2nd from 10-5. Booths may be rented for $10.
6. **Motion** to adjourn at 6:30 pm by **Balog, Demeulenaere seconded**. **Motion carried 6-0**.

Minutes recorded and submitted by Harmony Lewis, Director