

MONTMORENCY COUNTY COMMISSION ON AGING
MINUTES FOR JULY 18, 2019

PRESENT: William “Ed” Beswick, Chairperson (telephone); Elaine Ableidinger, Vice-Chairperson; Corky Proulx, Treasurer; Vickie Clayton, Trustee

ABSENT: Bert LaFleche, County Commissioner

GUESTS: Anna Rogers, Executive Director; Yvonne Swagger, Montmorency County Tribune

- I. **Call to Order:** The meeting was called to order at 10:50 a.m. by Chairperson Ed Beswick at the Montmorency County Commission on Aging office. The remainder of the meeting was conducted by Elaine Ableidinger, Vice-Chairperson.
- II. **Roll Call:** Quorum established; four members present.
- III. **Pledge of Allegiance:** The Pledge of Allegiance was led by Corky Proulx.
- IV. **Mission Statement:** The MCCOA Mission Statement was read by Vickie Clayton.
- V. **Agenda:** **Motion by** Corky Proulx to approve the agenda as presented, **motion supported by** Vickie Clayton. **Motion carried, 4-0.**
- VI. **Secretary’s Report:** **Motion by** Vickie Clayton to approve the regular and closed minutes of 05/16/19 as presented, **second by** Corky Proulx. **Motion carried, 4-0.**
- VII. **Correspondence:** Nothing.
- VIII. **Public Comment:** No requests presented.
- IX. **Financial Reports:**
 - A. **Bank Balance Summary:** The bank balance summary was reviewed by the Board.
 - B. **Payroll, Mileage, Liability Reports and Accounts Payable:** Reports were reviewed with the board and accounts payable presented for the period of 05/17/19 through 07/18/19. **Motion by** Vickie Clayton to approve Accounts Payable in the amount of \$41,197.95, **second by** Corky Proulx. **Roll call: Yes: Clayton, Proulx, Beswick, Ableidinger. Motion carried, 4-0.**
 - C. **2018/2019 Budget Projections:** The preliminary projections for the period ending September 30, 2019 reflects an increase from \$16,700.00 to \$91,429.85; a \$74,729.85 addition to the fund balance. The increased funds are attributed to reduced expenses and an additional increase in funding through NEMCSA at \$33,536.00.

- X. **New Business:**
- A. **Employment Actions:** New Hires: Morey, Rhoades. Volunteers: Kendrick, Levandoski. Terminations: MacDonald. **Motion by** Vickie Clayton, **second by** Corky Proulx to approve employment actions as presented. **Motion carried, 4-0.**
 - B. **St. George and Clark Resignations:** MCCOA Board Members St. George (Lewiston Center Representative) and Clark (Lewiston Member at Large) submitted their resignations. **Motion by** Proulx, **second by** Ableidinger to accept the resignations and seek replacements. **Motion carried, 4-0.**
 - C. **Clayton Reappointment:** Vickie Clayton's appointment expires on 08/31/19 and she has agreed to continue for an additional three years. **Motion by** Corky Proulx, **second by** Ed Beswick to recommend to the Montmorency County Board of Commissioners the reappointment of Vickie Clayton as the Hillman Member at Large for the term of 08/31/19 to 08/31/22. **Motion carried, 4-0.**
 - D. **Complaint Resolution, Disaster Plan Policies:** **Motion by** Vickie Clayton, **second by** Corky Proulx to approve the policies as presented. **Motion carried, 4-0.**
 - E. **Reach In Refrigerators:** The Hillman and Lewiston Center units both need to be replaced after multiple repairs to the aging units. Quotes were received through the HPS purchasing system at a reduced cost for the purchase of two units. Estimated cost would be \$3,681.42 and additional cost for removal of old unit and hook up of new units. **Motion by** Corky Proulx, **second by** Vickie Clayton to approve the purchase as stated above. **Roll call—Beswick, Proulx, Clayton, Ableidinger. Motion carried, 4-0.**
 - F. **Computer Purchase:** **Motion by** Elaine Ableidinger, **second by** Clayton to authorize computer purchase for In Home Coordinator from Cutting Edge Solutions at cost of \$679.99. **Roll call: Proulx, Clayton, Beswick, Ableidinger. Motion carried, 4-0.**
 - G. **Statement of Grant 2019-6:** The 2019-6 Statement of Grant was presented for approval that reflects additional funding in the amount of \$33,536.00. **Motion by** Ed Beswick, **second by** Corky Proulx to authorize Executive Director to executive document accepting funds. **Motion carried, 4-0.**

XI. **Old Business:**

- A. **Project Council:** The minutes from the Project Council for 06/05/19 were presented to the Board with no recommendations at this time.

XII. **Committee and Staff Reports:**

- A. **Food Service, Client Intake and Financial Reports:** All reports were reviewed with the Board and questions answered.
- B. **Senior Center Reports:**
 - 1. **Hillman Senior Center:** Elaine reported that the 06/29/19 Euchre tournament was a success. Repairs are on-going at the center. An accessibility ramp is being installed at the rear entrance to the kitchen storage area. Discussion on having ramps at all three centers with consensus that if Atlanta and Lewiston were in agreement that each center would be responsible for the materials and MCCOA would pay for the labor costs.
 - 2. **Atlanta Senior Center:** Nothing.
 - 3. **Lewiston Senior Center:** Earl Oswald is the new President for the center.

C. Executive Director Reports:

1. Millage Committee: Corky Proulx was appointed to replace Christine St. George.
2. Carroll v MCCOA: Order against Plaintiff for not complying with stipulated payment plan to MCCOA.
3. MOB: The Matter of Balance classes in Lewiston are at full capacity. MSU staff is assisting due to the loss of one of our leaders.
4. Nutrition Assessment: The assessment was conducted on June 16 at the Atlanta Senior Center. One out of compliance issue was cited but Executive Director feels that we are in compliance and has supportive documentation. MCCOA will contest the finding. **Motion by** Corky Proulx, **second by** Vickie Clayton to authorize Executive Director to file response and return the Assessment Feedback Report to NEMCSA. **Motion carried, 4-0.**
5. Medical Transportation: In January 2015 MCCOA was the recipient of a \$10,000.00 donation from PIE&G for senior medical transportation. MCCOA has provided 347 rides totaling 18,567 miles! The program operates on a sliding fee schedule and of the initial donation; there remains approximately \$2,100.00 in funds. Additional funding will be sought.
6. Census 2020: Local recruiting for census takers at \$14.00 per hour and \$0.58 mileage.
7. Emergency Shelter List: The American Red Cross countywide designated emergency shelter list has been updated. There are four in Atlanta; five in Hillman and two in Lewiston.
8. NEMCSA 2018 Annual Report: Report provided for review.
9. Mobile Food Pantries: MCCOA has hosted 20 Mobile Food Pantries since 2011. We have distributed 198,534 pounds of food, served 4,138 people and 1,797 families with the help of our volunteers. Additional dates are 08/15/19 and 09/18/19 at the Atlanta Senior Center.
10. Keep the Wheels Rolling Campaign: We have started the fundraising for this program that will run through August 2019.
11. MMAP: MCCOA now has two counselors in house to provide Medicaid/Medicare Assistance Program counseling to our local seniors. Presentations and appointments for the Prescription Drug Plan are being scheduled for October and November.
12. National Senior Citizen Day: The annual day of August 21 will be celebrated at the centers and the Proclamation published. Request that on that date MCCOA offer a complimentary meal to Montmorency County seniors that are 60+ years of age or older. **Motion by** Vickie Clayton, **second by** Elaine Ableidinger to authorize the complimentary meal on August 21, 2019 for National Senior Citizen Day. **Motion carried, 4-0.**

E. NEMCSA Report: Report that budgeting and grants are being reviewed.

XIII. Adjournment: Meeting adjourned at 11:55 a.m. upon **motion of** Corky Proulx, **second by** Elaine Ableidinger. **Motion carried, 4-0.**

Respectfully submitted,

Anna M. Rogers
Executive Director