



Senior Resource Center for Douglas County, Inc., Board Meeting Minutes – November 28, 2017

Location: SRC @ Peaslee Technical Training Center

Present: Judy Bellome, Hank Booth, Carol Bowen, Kay Brada, Kelly Calvert, Dr. Dennis Domer, Ernesto Hodison, Doni Mooberry, Dr. Ellen Paulsen, Janet Prestoy, Steve Tesdahl, Dr. Marvel Williamson, Dr. Judy Wright

Not Attending: Dr. Maren Turner

Judy Wright called the meeting to order at 4:32 p.m.

Judy W. asked the board to review the October 24, 2017, board meeting minutes. Ernesto made a motion to accept the minutes, Carol seconded, and the motion carried.

Doni reported for the Finance Committee beginning with the recently completed and distributed annual financial audit. This was the best audit report in recent years. One of the items mentioned in the first paragraph relates to having the auditors make the adjusting entries for us. This is a very common practice among non-profits and should not be viewed as a problem. Dennis made a motion to approve the audit, Hank seconded, and the motion carried.

Doni commented on the financial statements for the month, noting that Ali is providing interim bookkeeping services and recording entries using QuickBooks. Line item 5350 – Advertising is starting to show ad revenues coming in. Revised plan is to keep and fix the broken down van instead of selling it. The estimated market value is \$17K - \$25K and the estimated cost to repair is \$3K - \$3-5K. Carol asked if we do any capital budgeting and whether the timing of asset replacements (like computers) can be forecast. The answer to both was yes. Line items 6100/6200 are below budget for the year because two positions were left unfilled. In development are investment and stale check policies. Steve made a motion to receive the financial reports, Judy B. seconded, and the motion carried.

Marvel reviewed a few items from her Executive Director's report and opened it up for questions. The annual appeal was mailed on Nov. 10 to 1,617 and emailed to 2,393 recipients. A second email blast to 2,711 was sent on Giving Tuesday. So far, 37 donations have been received totaling \$3,330. Judy B. challenged board members to consider joining her in supporting the adopt-a-senior program. Janet Ikenberry can provide details. The results of a recent Senior Meals survey of customer satisfaction was passed around. A common complaint related to vegetables being undercooked. The results have been shared with the caterer, who will make appropriate adjustments. The Medicare enrollment season is in full swing, so staff and volunteers are busy keeping up. Meetings were held today with employees to review new health insurance options for 2018. For the first time, two plans will be offered with differing co-



pays and deductibles. In the past, the agency covered the full cost of the insurance. However, in light of rising rates, employees will now be required to contribute 10% of the overall cost of the health insurance. Vision insurance will be added for 2018 at no cost to staff, as well as ongoing dental coverage.

Judy B. reported for the Marketing and Development Committee. Marvel asked Board members to write personal thank you notes to persons recently donating \$100 or more and distributed note cards and contact information. The committee has divided responsibility for the meetings to request business donations. Two businesses have said they will “do something”, but we are still waiting on final confirmation.

Judy W. led a discussion of potential board candidates to fill the four openings in 2018. A number of strong candidates were mentioned by various board members, summarizing their backgrounds and interest. During the meeting it was reported there were 3 City and 1 County appointed openings, but subsequently it was determined to be the reverse - 1 City, 3 County. Judy W. will take the lead in contacting one of the candidates and other board members will encourage all interested parties to apply through the City website. Carol suggested adding a board description on the City website like other agencies do to help candidates better understand responsibilities and skill needs. A suggestion was made to also add a section on the SRC website describing the need for qualified volunteers to serve on board committees. Marvel agreed to assure these recommendations are implemented.

Ellen reported the Governance Committee was working on board training.

Judy W. recognized Dennis Domer for his many years of board service and leadership. Dennis will be in Tucson over the winter and will miss the December meeting. Dennis expressed his strong support for the agency, noted the significant progress that has been made, and shared a few highlights and stories from his time on the board.

Judy W. adjourned the meeting at 5:53 p.m.

Respectively submitted,
Steve Tesdahl