



Senior Resource Center for Douglas County, Inc., Board Meeting Minutes – July 24, 2018

Location: SRC @ Peaslee Technical Training Center

Present: Hank Booth, Carol Bowen, Kay Brada, Mary Kay Digby, Ernesto Hodison, Doni Mooberry, Janet Prestoy, Steve Tesdahl, Dr. Maren Turner, Dr. Judy Wright, Dr. Marvel Williamson

Not Attending: Eileen McGivern, Sarah Randolph

Janet Prestoy called the meeting to order at 4:37 PM.

Janet asked the board to review the minutes for the June board meeting. Ernesto made a motion to approve the minutes and the motion carried.

Marvel reviewed the Executive Director report issued in advance. She announced the remodeling on the Vermont St. office has finally begun. Marvel indicated she had received a proposal from Hank to assist in acquiring exhibitors for the Better Living EXPO, contracted with him two weeks ago, and asked for clarification about any conflict of interest as a board member. The contract term is through September 8. Hank indicated he would like to remain on the board, but would respect the decision of the board and was prepared to resign his board position if the group felt this business arrangement represented a conflict. After discussion, Kay made a motion for Hank to stay on the board and to go on record that the board did not view this as a conflict of interest, but that he would recuse himself if any such matters arose. The motion carried unanimously. Marvel reported there were currently three senior wheels vehicles in the shop. One has a computer issue that will cost \$900. Another has an electrical issue causing a door to open when driving down the road. There was no estimate for when the repair would be complete. Marvel and Judy have now met with 8-10 potential donors.

Doni provided a Finance Committee report and highlighted a few items on the P&L statement: 5350 Advertising Income – higher because one company paid for the full year, 5410 Donations from Individuals – not expected we will achieve the \$30K budget, 5430 – includes revenues received from the Baldwin Biscuits & Gravy fundraiser, 5510 - includes revenues from the sale of the vehicle, 6100 Labor – lower due to the Office Assistant and Transportation Dispatch positions being left open, 7310 Fuel – a bill came for June in dated July 1 so it will post next month, 7320 Maintenance and Repairs – expected to go up with the pending repairs, 7510 – audit fees not yet incurred. Marvel & Doni will revise estimates for remainder of the year and present to the board next month. Judy made a motion to receive the financial reports and the motion carried.

Mary Kay reported for the Governance Committee and handed out one additional proposed change to the proposed bylaw revisions for Article III Board of Directors 1.a). After some discussion Judy suggested shortening the wording in 1. a) to state “The Board will have

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appointing authority for its members.” and deleting the next sentence. Judy made a motion to accept this additional change and the motion carried. Hank moved to accept the proposed bylaw changes, including this revision, and the motion carried.

Maren reported for the HR Committee. She and Marvel had reviewed the Volunteer Manual drafted by Jerry Guffey which follows the same format as the Employee Manual. Maren said she didn't think the grievance procedure was clear enough and asked if the grievance policy from the employee manual could be modified for use. After some discussion, Janet requested the HR Committee take the issue back to committee and bring back for a board vote next month.

Hank reported on the Senior Living EXPO. LMH has agreed to be a \$3K sponsor and there may be another \$3K sponsor soon. There may also be several additional \$1K sponsors. There are 21 confirmed vendors with a goal of having a minimum of 50 vendors. Hank is currently approaching 16 vendors.

Marvel updated the board on the confirmed county budget cut of \$50K along with their approval for a \$25K one-time supplemental request next year to provide furniture for the newly remodeled space on Vermont Street. She recommended to the board that the home-delivered Senior Meals program be discontinued on September 30, 2018, at the end of the catering and JAAA contract year. The agency would meet individually with all Senior Meals customers before then to help assure nutrition needs are met in any needed transitions to other sources. Marvel is preparing an article on this topic for the next newsletter, subject to the board voting to close the program. Steve made a motion to accept Marvel's recommendation to discontinue the Senior Meals program on September 30, 2018, and the motion passed unanimously.

Janet adjourned the meeting at 5:59 p.m.

Respectively submitted,
Steve Tesdahl

