

ELDERBRIDGE BOARD OF DIRECTORS

Meeting Minutes

Elderbridge Agency on Aging

Conference Call

January 9, 2018, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Paula Harms at 10:05 a.m.

0.1 Introduction of Board members, staff and visitors.

President Harms called for introductions of visitors and staff. Staff members: Shelly Sindt, CEO, and Sherri Boedeker, Finance Director, Jeri Maher, and Amy Simpson, Executive Assistant were present. Ann Leonard, Liaison to the Board was excused.

0.2 Roll Call

Mary Jeann Batham	Ph	Mabel Mantel	Ph
Vacant		Mike Otto	Ph
Jim Burns	Ph	Jan Olson	Ex
Vacant		Larry Pedley	Ph
Lionel J. Foster	Ph	Jan Sowers	Ph
Paula Harms	Ph	Beth Will	Ph

0.3 Items added to the Board Agenda by Board Members and Agency Staff

No new items were added to the agenda.

0.4 Adopt Agenda

President Harms called for a motion to adopt the January 9, 2018, Board Agenda. It was moved by Mabel Mantel and seconded by Beth Will that the agenda be adopted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.0 FY 2017 Audit Report Presentation

1.1 Audit Report – Jeri Maher

The auditors spent a week in December going through the financials that include payroll, accounts receivable, accounts payable, grants and controls for the agency. The audit includes a combined or consolidated financial statement that includes Central Services. Auditor Maher stated that staff does a very good job and the financials are sound. Audit reports will be submitted to the appropriate state and federal agencies. It was moved by Mike Otto and seconded by Mary Jeann Batham that the FY 2017 auditor's report be approved. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.0 Board Affairs

2.1 Approval of December 12, 2017, Board Meeting Minutes

President Harms called for approval of the January December 12, 2017, Board Meeting minutes. It was moved by Larry Pedley and seconded by Jim Burns that the December 12, 2017, Board Meeting minutes be approved. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.2 Central Services Board Report

The Central Services Board met in December 2017 to discuss the insulation project for the Fort Dodge Office. The rebate from Alliant Energy would be decreasing in 2018, so approval was needed before the end of the year to qualify for the higher rebate. Dale Struecker had received one bid but was having difficulty receiving bids from other contractors. Because time was limited it was decided to use the existing bid from RoJohn to do the insulation.

It was moved by Mike Otto and seconded by Jim Burns to accept the Central Services Board report. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.3 CEO Annual Performance Review

The CEO annual performance review is scheduled for February. Jim Burns recommended that Vice President Foster work with Roxy Thompson on the content of the evaluation form. President Harms and Vice President Foster will compile the forms and present the results to the Board.

2.4 Governance Committee Report

Chair Burns stated that there is a new applicant for Webster County that will be presented at the February Board meeting for approval. The counties of Lyon and Osceola are still open on the Advisory Council along with two vacancies on the Board.

It was moved by Lionel Foster and seconded by Larry Pedley that the Governance Committee report be accepted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

3.0 Finance Report

3.1 Finance Report

Finance Director Boedeker stated that her reports are different from the audit report so the numbers will not be the same. The audit report is consolidated. Finance staff will begin handling the billing and accounting for Elderbridge Alliance. There are several grants right now that require additional time of the staff to submit claims. The staff have been busy with W2's and other end of the year tax forms also. CEO Sindt stated that the budget cuts for IDA are 110,000. It has not been decided how much will be passed down to the AAA's. Board members praised the finance staff for their hard work.

It was moved by Mike Otto and seconded by Jim Burns to accept the financial report. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

4.0 Agency Program Report – Shelly Sindt, CEO

4.1 CEO Report

CEO Sindt stated that because of the Medicaid income we are in good position. The plan is to meet with legislators to lobby for no further cuts to the budget. Vice President Foster has made a proposal that the Iowa Lottery funds could be a possible funding area since seniors buy lottery tickets. The agency is trying to avoid waiting lists for services. Management will be present at upcoming legislative forums to keep senior issues in legislators minds.

CEO Sindt will be attending the N4a Conference in Washington DC in April and will be lobbying at the federal level that the funding not be cut.

As employees are leaving, positions are not being replaced. The organizational chart will be revised and sent to the Board for the February meeting.

4.2 Elderbridge Alliance Report

CEO Sindt stated that Elderbridge Alliance Coordinator has resigned. Stephanie Carlson will be taking over the program. Hope to hire a new coordinator who will split their time between Elderbridge Alliance and public relations duties.

5.0 Community Relations

5.1 County Updates – Feedback for, Board Members and/or general public
No updates at this time

6.0 Coming Dates

6.1 Next Board Meeting – 10:00 a.m. February 13, 2018, Conference Call

6.2 Upcoming holidays: February 19, President’s Day, offices are closed

6.3 Next Advisory Council meeting – February 28, 2018, 10:30 a.m. Fort Dodge Elderbridge Office

7.0 Adjournment

7.1 Adjournment

There being no further business before the Board, it was moved by Mike Otto and seconded by Beth Will that the meeting be adjourned at 11:08 a.m. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)