

ELDERBRIDGE BOARD OF DIRECTORS

Meeting Minutes

Elderbridge Agency on Aging

308 Central Avenue

Fort Dodge, IA 50501

October 8, 2019, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Lionel Foster at 10:07 a.m.

0.1 Introduction of Board members, staff and visitors.

President Foster called for introductions of visitors and staff. Staff members: Shelly Sindt, CEO, Stacia Timmer, COO, Sherri Boedeker, CFO, Jennifer Pascal, Finance Assistant, Angie Perez, Public Relations Coordinator/Fundraising and Amy Simpson, Executive Assistant were present. Elaine Kelsey, Liaison to the Board, was absent.

0.2 Roll Call

Tim Nichols	Ex	Larry Pedley	Ex
Jan Olson	Ex	Beth Will	P
Tracy Quinones	P	Ethan Huizenga	Ph
Lionel J. Foster	P	Barry Anderson	Ex
Ron Newsum	P	Lori Hain	Ph

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

No additional items were added to the agenda.

0.4 Adopt Agenda

President Foster called for a motion to adopt the October 8, 2019, Board Agenda. It was moved by Ron Newsum and seconded by Tracy Quinones that the agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Approval of September 10, 2019, Board Meeting Minutes

President Foster called for approval of the September 10, 2019, Board Meeting minutes. It was moved by Beth Will and seconded by Ron Newsum that the September 10, 2019, Board Meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Central Services Report

Board Member Will reported that the Central Services Board met prior to the Board meeting. Topics of discussion included replacing the lights in the Fort Dodge office to LED, which was tabled. Work on the heating and cooling system for the back office of the Fort Dodge office was approved. A 25% match was approved for the Palo Alto Gaming

grant. Elderbridge will learn if the Palo Alto grant is awarded in the Spring. The grant would be used to replace the windows in the Spencer office.

It was moved by Ron Newsum and seconded by Tracy Quinones to approve the Central Services report.

Aye: all (the motion was declared carried.)

1.3 Fundraising Committee Report

Public Relations Coordinator Angie Perez stated that the Annual Fundraiser on September 15, 2019, was successful and there were 65 to 70 people in attendance. The event raised close to \$3,000. Other similar fundraiser events will be planned in different parts of the service area. The next fundraising event will be In April 2020 in the Spencer area and the next event will be in the Carroll area.

The Butterbraid campaign has been launched. Mason City was the first area to sell the Butterbraids. The Spencer office was starting to sell the Butterbraids today. If 250 units are sold Elderbridge can receive \$6.00 per unit sold. The Fort Dodge office will also be selling the Butterbraids.

Public Relations Coordinator Perez encouraged members to follow Elderbridge on social media so they are aware of activities and events. She is looking for more micro fundraising options for the future. Trivia nights will be scheduled in the near future also.

President Foster stated that members that have Facebook can do a fundraiser on their page. The fundraiser is associated with Facebook member's birthday. Both President Foster and CEO Sindt had successful fundraising events on Facebook. Beth Will suggested that it should be promoted that Elderbridge has partnered with Amazon for fundraising.

It was moved by Tracy Quinones and seconded by Beth Will to approve the Fundraising report.

Aye: all (the motion was declared carried.)

1.4 OIL Delegate Update – Lionel Foster

President Foster reported that he attended the OIL meeting on September 24, 2019, in Des Moines. Attendance was down from last year. Topics were Elder Abuse Prevention, Guardianships, and Conservatorships for Adults and Minors, and Strategies for Addressing the increasing aging population in Iowa. The Return to Community Initiative was also discussed. President Foster spoke to Representative Anderson concerning the Iowa Lottery funds being used for the AAA's. The casinos could have an Older Americans Month promotion to help raise funds for the AAA's or part of their proceeds could be donated during Older Americans Month in May. Director Foster stated that Representative Anderson was interested in the idea.

CEO Sindt stated that she received an email from Helene McGree from OIL and would be responding to her.

1.5 Joint Planning Committee Appointments

1.5.1 Potential dates for Committee meeting are, October 25 and 26 and November 8
CEO Sindt stated that Elderbridge needs to begin planning for the Area Plan Update. To start planning for the update, members of the Board, the management team and the Advisory Council need to meet to discuss and set service priorities for the next fiscal year. Volunteers are needed from the Board.

Tracy Quinones, Lionel Foster, Lori Hain, and Beth Will volunteered to participate on November 8, 2019. The meeting will be in Mason City.

It was moved by Tracy Quinones and Lori Hain that Lionel Foster, Beth Will, Tracy Quinones, and Lori Hain serve on the Joint Planning Committee.

Aye: all (the motion was declared carried.)

1.6 Review and Discussion of Annual Report

CEO Sindt state that the Annual Report will be professionally printed and will be distributed to the Board of Supervisors when the visits are scheduled. The report indicates what Elderbridge has accomplished in the past fiscal year. The Annual Report will also be posted on the Elderbridge website.

After a moderate discussion regarding some modifications to the Annual Report, it was moved by Beth Will and seconded by Tracy Quinones to approve the Annual Report with the suggested modifications.

Aye: all (the motion was declared carried.)

2.0 Finance Report – Sherri Boedeker, CFO

2.1 Finance Report

CFO Boedeker reported that the annual audit has been rescheduled for November. The statement of Revenues and Expenditures indicated line items that are high such as IT expenses. The IT expenses will change once the final business interruption insurance claims are made. The promotional expense line item has been high due to the caregiver events and for items purchased for the Clay County Fair. It should not be an issue throughout the year. Overall Elderbridge is doing well. The County report pages have been handed out to the Board members to review. Also provided to the Board members was a list of Cost of Services per senior by County ranking from highest cost to lowest cost.

It was moved by Beth Will and seconded by Lori Hain to accept the financial report.

Aye: all (the motion was declared carried.)

3.0 Agency Program Report – Shelly Sindt, CEO

3.1 Agency Report

CEO Sindt reported that Elderbridge had a quarterly meeting with IDA in September. Elderbridge has had a significant increase in contacts from clients compared to last year. The units of service almost doubled in calls coming in and going out. A 103% increase in Options Counseling and 211% in case management. The outreach done by Elderbridge has produced significant results.

IDA will be doing a monitoring visit with Elderbridge on November 19 and 20 in Mason City and will be reviewing our programs and policies. Three Caregiver events took place in the last quarter and were well attended.

The Cerro Gordo County Chamber of Commerce is sponsoring a 7 session Women in Leadership series. CEO Sindt attended an event on October 4, 2019, with Senator Joni Ernst as a part of that series.

3.2 LifeLong Links Report – Stacia Timmer, COO

COO Timmer recently met with the LifeLong Links staff for a team-building meeting. The meeting was very productive. Elderbridge has hired Jenn Lappégard as a full-time Caregiver Specialist in Spencer. Elderbridge will be expanding the Caregiver program to include Case Management and Caregiver Home-Delivered meals. Emily Winker in Carroll is the new half-time Caregiver Specialist for that office.

There is a new state Elder Abuse Taskforce Workgroup that has issued their report with 3 main focus areas that include administrative and legislative levels. COO Timmer stated she would like to recommend President Foster to that task force.

The Return to Community Initiative is continuing to grow. There have been 38 recent referrals. COO Timmer has met with the St. Lukes nursing facility to discuss partnering with them. Tammie McCready is currently writing grants to expand the Return to Community Initiative.

4.0 Community Relations

4.1 County Updates – Feedback from Board Members and the general public.

Board member Will stated that she received positive comments concerning the Caregiver Conference that took place in September at Arnolds Park. CEO Sindt state three Centenarians were present at the conference and were recognized.

5.0 Coming Dates

5.1 Next Board Meeting – 10:00 a.m. November 12, 2019, Conference Call

5.2 Sioux County Caregiver Support Group – October 9, 2019, from 5:00 to 6:30 at the Pizza Ranch, Sioux Center (2nd Wednesday of every month)

5.3 Medicare Part D Open Enrollment – October 15 thru December 7

5.4 Palo Alto Caregiver Support Group - October 21, 2019, 5:30 to 6:30, Pizza Ranch, Emmetsburg (3rd Monday of every month)

5.5 Caregiver Support Group – October 22, 2019, 9:30 a.m., Trinity Lutheran Church, Mason City

5.6 Caregiver Panel Discussion – Coon Rapids, Thomas Rest Haven Activity Room, 1st Tuesday of every month

- 5.7 SALT Forum – October 22, 2019, 8:00 a.m. Grace Church, Mason City
- 5.8 Advisory Council Meeting, October 23, 2019, 9:00 a.m., Conference Call
- 5.9 Elderbridge booth at Estherville VFW Community Table, October 28, 2019, from 5:00 to 7:00 p.m.
- 5.10 Clay County Caregiver Support Group – October 29, 2019, 3:00 to 4:30 p.m., at Spencer Elderbridge office or 5:30 to 6:30 at the Pizza Ranch in Spencer (4th Wednesday of every month)
- 5.11 Siouxland Aging Coalition Meeting – October 30, 2019, 11:30 a.m., ISU Extension Office, Orange City

6.0 Adjournment

6.1 Adjournment

There being no further business before the Board, it was moved by Tracy Quinones and seconded by Ron Newsum that the meeting is adjourned at 12:00 p.m.

Aye: all (the motion was declared carried.)