

# ELDERBRIDGE BOARD OF DIRECTORS

## Meeting Minutes

### Elderbridge Agency on Aging

#### Conference Call

September 10, 2019, 10:00 a.m.

#### 0.0 Call to Order

The meeting was called to order by President Lionel Foster at 10:08 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, Robert Ammann, Nutrition Director, and Amy Simpson, Executive Assistant were present. Elaine Kelsey, Liaison to the Board, was also present.

#### 0.2 Roll Call

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

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

Item 1.6 Central Services Report was added to the agenda.

#### 0.4 Adopt Agenda

President Foster called for a motion to adopt the September 10, 2019, Board Agenda. It was moved by Beth Will and seconded by Ethan Huizenga that the agenda be adopted.

Aye: all (the motion was declared carried.)

#### 1.0 Board Affairs

#### 1.1 Approval of August 13, 2019, Board Meeting Minutes

President Foster called for approval of the August 13, 2019, Board Meeting minutes. It was moved by Beth Will and seconded by Barry Anderson that the August 13, 2019, Board Meeting minutes be approved.

Aye: all (the motion was declared carried.)

#### 1.2 Review and Discussion of revised Board Bylaws, 1<sup>st</sup> Reading

CEO Sindt stated that the Board packet contained two revisions of the bylaws, Option 1 and Option 2. President Foster drafted the changes in Article 8, Section 8 in Option two, which included additional language regarding the Chief Executive Officer. If going with Option 2 it was recommended that an attorney review the Bylaws.

After a brief discussion, it was moved by Barry Anderson and seconded by Beth Will to approve Option 1 on the first reading of the Bylaws.

Aye: all (the motion was declared carried.)

President Foster recommended that the second reading of the Bylaws be waived. It was moved by Larry Pedley and seconded by Barry Anderson that the second reading is waived.

Aye: all (the motion was declared carried.)

CEO Sindt stated a clean copy of the Bylaws will be signed by President Foster and Secretary Olson.

**1.3 Governance Committee Report**

**1.3.1 Approval of new Advisory Council applicant, Randy Van Dyke, Clay County**

Chair Will stated that the Governance Committee met at the end of August to discuss and recommend Advisory Council applicant, Randy Van Dyke from Clay County to the Board. Randy Van Dyke has been an active member of the community and been on various Boards and Committees in Spencer.

It was moved by Larry Pedley and seconded by Beth Will to approve the application of Randy Van Dyke from Clay County to the Advisory Council.

Aye: all (the motion was declared carried.)

**1.3.2 Current vacant counties on the Advisory Council: Buena Vista, Floyd, Greene, Hancock, Humboldt, Osceola, Sac, and Sioux**

Efforts are ongoing to fill the vacant counties.

**1.4 Fundraising Committee Report**

CEO Sindt reported that the 1<sup>st</sup> Annual Fundraiser "A Hot Afternoon in Havana" is scheduled for Sunday, September 15, 2019, in Clear Lake at the Surf Ballroom from 3:00 to 7:00 p.m. Legislators have been invited to the event. President Foster informed the Board of the businesses that sponsored the event. Board members are encouraged to attend the event.

**1.5 OIL Delegate Update – Lionel Foster**

President Foster reported that he will be attending the OIL meeting on September 24, 2019, in Des Moines. Board members are encouraged to attend. OIL will be given a proposal for funding the "Return to Community" program so that it can expand. CEO Sindt stated that increased funding for the program is important for expansion. The Return to Community Initiative in Spencer has been successful since its implementation on July 1.

In the past Elderbridge has provided funding for anyone that is interested in attending the Older Iowans Legislature in the amount of \$100.00 per person. Funding for five delegates was approved by the Board at the August meeting.

It was moved by Barry Anderson and seconded by Beth Will to approve funding for 5 delegates to attend the Older Iowans Legislature on September 24, 2019.

Aye: all (the motion was declared carried.)

It was moved by Barry Anderson and seconded by Ethan Huizenga to continue to provide \$100.00 to each delegate who wants to attend the Older Iowans Legislature meeting.

Aye: all (the motion was declared carried.)

**1.6 Central Services Report**

Board member Will reported that the Central Services Board met prior to the Board meeting. President Struecker reported at the meeting that he would like to change 15 lights in the Fort Dodge office to LED. There are rebates available from Mid-American Energy. The office has a total of 87 lights. The 15 lights would be located in the area of the new tenant. The Central Services Board authorized the installation of the 15 LED lights and bids would be received for the remaining light fixtures and for work on the heating and cooling system in the office.

Aye: all (the motion was declared carried.)

**2.0 Advisory Council Report – Elaine Kelsey, Advisory Council Liaison**

It was reported that the Advisory Council had its annual meeting on August 28, 2019, in Fort Dodge. The Return to Community Initiative was discussed along with the meal program. Members commented that the menus need to be revised to reduce repetitiveness. The upcoming fundraiser on September 15, 2019, was also discussed.

**3.0 Finance Report – Sherri Boedeker, CFO**

**3.1 Finance Report**

CFO Boedeker reported that she included pie charts with her financial information to show Elderbridge's funding sources for FY2019 and its uses by each department. Elderbridge will have about \$100,000 additional funding this year over last due to the grants the agency has received. The grants will be used for IRTC, material aid, and ADRC unmet needs. Elderbridge also received funding for Severe Weather Emergency Meals.

It was moved by Beth Will and seconded by Larry Pedley to accept the financial report.

Aye: all (the motion was declared carried.)

**4.0 Agency Program Report – Shelly Sindt, CEO**

**4.1 Agency Report**

CEO Sindt reported that Elderbridge has held several caregiver events that were in Denison and Clear Lake. Both events were well received. Upcoming caregiver events are scheduled for September 18, 2019, in Algona and on September 26, 2019, in Okoboji. The purpose of the events is for caregivers to focus on self-care.

Elderbridge will be sharing booth space with law enforcement at the Clay County Fair on September 7 thru 11. Elderbridge staff will be at the booth and caregiver support will be promoted as well as informing seniors of scams.

CEO Sindt will be attending a meeting at the end of September with the AAAs, IDA, Sellers Dorsey, and the managed care companies to discuss concerns and renegotiate the cost of home-delivered meals with AmeriGroup. CEO Sindt has been asked to Chair i4a for another year.

At the October Board meeting, members will be asked to volunteer to participate with the Joint Planning Committee. Advisory Council members will also be asked to participate

#### **4.2 Nutrition Report – Robert Ammann, Nutrition Director**

Nutrition Director Ammann reported that home-delivered meals costs are rising due to meal sites serving fewer meals while fixed costs remained the same. The Ventura meal site closed on July 31. The meals the Ventura site provided to Britt and Kanawha will be provided by Forest City.

Estherville and Emmetsburg meal sites were turned over to local subcontractors on August 1. Storm Lake will follow on September 1. Rock Valley, Rock Rapids, and Primghar are still looking for permanent catering solutions.

The staff has started their annual on-site program evaluations. The Menu Committee met on July 11 in Fort Dodge, and are aware of meal participants' concerns with repetitive menus. The MCO's pay a set rate for meals and Elderbridge is losing money on those meals.

The Senior Farmers Market program is winding down and fewer vouchers are being issued. There are still vouchers available. Vouchers need to be used by October 31. Dietitian Danielle Crail will host a Fresh Conversations annual facilitator training in Mason City on September 18.

Carroll and Audubon will be starting the Stepping On program. The Severe Weather grant funds have been used to order meals for 17 counties affected by severe weather. Nutrition Director Ammann and Dietitian Danielle Crail attended the Meals on Wheels conference in Dallas, Texas, the week of August 26.

#### **4.3 Elderbridge Alliance Report**

Elderbridge Alliance is not showing a profit at this time. A market push needs to be done. Dietitian Daniell Crail's contracts with nursing homes have brought in some revenue.

### **5.0 Community Relations**

- 5.1 County Updates – Feedback from Board Members and the general public.**  
No updates at this time.

**6.0 Coming Dates**

- 6.1** Next Board Meeting – 10:00 a.m. October 8, 2019, Fort Dodge Elderbridge Office.
- 6.2** Caregiver Support Group – Trinity Lutheran Church, September 24, 2019, 9:30 a.m., Mason City
- 6.3** Caregiver Panel Discussion – Coon Rapids, Thomas Rest Haven Activity Room, 1<sup>st</sup> Tuesday of every month
- 6.4** Clay County Fair – September 7-15, 2019, Spencer Iowa, Elderbridge Booth Sept.7-11
- 6.5** Annual Fundraiser “A Hot Afternoon in Havana”, September 15, 2019, Surf Ballroom, Clear Lake, 3:00 to 7:00 p.m.
- 6.6** Caregiver Event – Come to Relax and Re-Energize, September 18, 2019, 10:00 a.m. to 3:30 p.m., Columbia Events Center, Algona
- 6.7** National Senior Center Month Celebration – September 23-27, 2019, Mason City Senior Center
- 6.8** Older Iowans Legislature – September 24, 2019, 1-day session, Iowa House Chamber, Des Moines Capitol
- 6.9** Caregiver Conference, September 26, 2019, 9:00 a.m. to 3:30 p.m., Calvary United Methodist Church, Arnolds Park, Okoboji.
- 6.10** Advisory Council Meeting, October 23, 2019, 9:00 a.m., Conference Call

**6.0 Adjournment**

**6.1** Adjournment

There being no further business before the Board, it was moved by Larry Pedley and seconded by Beth Will that the meeting is adjourned at 11:20 a.m.

Aye: all (the motion was declared carried.)