

ELDERBRIDGE BOARD OF DIRECTORS

Elderbridge Agency on Aging

Meeting Minutes

Zoom Conference Call

June 11, 2024, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Huizenga at 10:03 a.m.

0.1 Introduction of Board members, staff, and visitors.

President Huizenga called for introductions of visitors and staff. Staff members: Shelly Sindt, CEO; Stacia Timmer, COO, Jodi Presswood, CFO, Jody Applegate, Healthy Aging Director, and Amy Simpson, Executive Assistant were present. Sandra Olson, Liaison to the Advisory Council, was present.

0.2 Roll Call

Jill Hawkinson	Ph	Larry Pedley	Ph
Amanda Kaufman	Ex	Steve Kruse	Ph
Ethan Huizenga	Ph	Barry Anderson	Ex
Gary Caviness	Ph	Lori Hain	Ph
Linda Vaudt	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 Huizenga called for a motion to adopt the June 11, 2024, Board agenda as presented. It was moved by Steve Kruse and seconded by Jill Hawkinson that the agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Approval of May 14, 2024, Board meeting minutes

President Huizenga called for a motion to approve the May 14, 2024, meeting minutes. It was moved by Linda Vaudt and seconded by Gary Caviness that the June 11, 2024, meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Election of Officers

1.2.1 President, Vice President, Treasurer, Secretary

CEO Sindt stated that at the May Board meeting, she recommended the same officers who are currently serving and that she had discussed with each Board member their willingness to serve as an officer for another fiscal year. Recommended officers are Ethan Huizenga, President, Steve Kruse, Vice President,

Lori Hain, Secretary and Larry Pedley, Treasurer. CEO Sindt called for nominations from the floor for any Board members who wish to serve as an officer. Hearing none, it was moved by Linda Vaudt and seconded by Jill Hawkinson that Ethan Huizenga as President, Steve Kruse as vice President, Lori Hain as secretary, and Larry Pedley, Treasurer be approved as officers for the next fiscal year.

Aye: all (the motion was declared carried.)

1.3 Governance Committee Report

1.3.1 Approval of Sue Krogman, Osceola County for Advisory Council

Chair Pedley reported that there was a brief meeting before the Board meeting to discuss the application of Sue Krogman. It was not recommended at this time to approve her application. CEO Sindt will be meeting with her and a final recommendation will be made at a later date.

CEO Sindt reported that Angie Cook from Dickinson County will be applying soon. The Governance Committee will meet again once her application is received. It was moved by Steve Kruse and seconded by Linda Vaudt to approve the Governance Committee report as presented.

Aye: all (the motion was declared carried.)

1.4 Fundraising Committee Report

Chair Kruse reported that the Fundraising Committee did not meet in June. The next Fundraising Committee meeting will be on August 7, 2024. It was moved by Larry Pedley and seconded by Linda Vaudt to approve the Fundraising Committee report.

Aye: all (the motion was declared carried.)

1.5 Review and discuss standing committee participation

CEO Sindt reported that the Executive Committee will remain the same members. The current Governance Committee members stated they are willing to stay the same. Gary Caviness will be added to the Governance Committee. Board member Lori Hain asked to be removed from the Fundraising Committee because she was unable to attend most of the meetings. It was recommended to add Beth Will to the Fundraising Committee. For the Central Services Board, CEO Sindt will reach out to Chair Dale Struecker. Linda Vaudt volunteered to be the Liaison to the Board. Standing Committee membership will be finalized at the July Board meeting.

1.6 Area Plan Update

COO Timmer reported on the following:

- The Area Plan Update has been approved after revisions were requested by ADS.
- Work on the new 4 year Area Plan has begun.
- A community needs assessment will need to be completed as part of the 4 year Area Plan. Meetings that are already scheduled will be used for a needs assessment along with the Board and Advisory Council meetings.
- The annual strategic planning will help with the 4 year Area Plan.

- The Iowa Commission on Aging as of July 1 will no longer exist. Moving forward it will be the Health and Human Services Advisory Committee

1.7 Current Advisory Council vacancies

1.7.1 Audubon, Dickinson (July 1), Hamilton (July 1), O'Brien, Osceola, Webster, Winnebago

COO Timmer will be following up on a candidate for Winnebago County. There will be an application coming for Dickinson County and an Osceola County application is pending. There are two at-large vacancies, but the focus will be on filling the counties first. Public Relations Coordinator Sue Anne Stoermer is focusing on recruitment.

2.0 Advisory Council Report

CEO Sindt reported that the Advisory Council met on May 29, 2024. A slate of officers was determined for the next fiscal year. Deb Scharper, President, Sandy Olson, Vice President and Dan Skelton as Secretary. The officers will be seated at the Annual Advisory Council meeting in August.

3.0 Finance Report – Jodi Presswood, CFO

3.1 Finance Report

CFO Presswood reported on the following:

- The audit is still not completed and an extension has been granted. The hope is to have a draft next month.
- The AAA financial officers attended a two-day meeting in Des Moines with Aging and Disability Services (ADS). There was a discussion on how the AAAs will receive their funding going forward. Cash levels will not be as high and a reimbursement-type system will be used.
- Staff are gearing up for FY25. Jennifer Rozell is learning quickly and has been a benefit to the department.
- ADS still owes June funding as of the date of the Board meeting.
- Switched CDs out for higher interest rates. Have migrated a lot to MBT Bank because they have grant opportunities that Elderbridge utilizes.
- Elderbridge is financially stable.
- Some reserves will be used, but not as much as originally requested.

It was moved by Larry Pedley and seconded by Jill Hawkinson to approve the financial report as presented.

Aye: all (the motion was declared carried.)

3.2 Employee Salary Increases for FY25

CFO Presswood stated that for the pay increases this year, there will be 2% cost of living and 1.2% merit increase for staff. The managers have agreed to a 2% cost of living increase only. It was moved by Linda Vaudt and seconded by Steve Kruse to approve the salary increases as presented.

Aye: all (the motion was declared carried.)

4.0 Agency Program Reports

4.1 Healthy Aging Report – Jody Applegate

- Not as many reserves will be needed for the nutrition program. Some meal sites have closed so funds were reallocated to other meal sites.
- Contracts will be in the mail by the end of the week. There may be wait lists and caps at meal sites due to the funding levels.
- Farmer’s Market has begun. Checks are available at all the offices and some meal sites. More checks were issued this year. Better redemption rates help get more funding.

4.2 COO Report – Stacia Timmer

COO Timmer reported on the following:

- The HCBS contracts are complete and will be sent out to subcontractors first for signature.
- Site evaluations are in progress.
- Volunteer appreciation events have been completed that were funded through the Community Care Corps grant.
- Caregiver Conference on June 12, 2024, at the Surf Ballroom.
- LifeLong Links programs - case management referrals have increased and so have the IRTC referrals.
- On June 20, 2024, there will be a meeting in Algona with ADS to strengthen networking with the AAAs. Other Health and Human Services staff will also attend the meeting.

4.3 CEO Report – Shelly Sindt

CEO Sindt reported on the following:

- The 50th Anniversary Open House is scheduled on June 13, 2024, in Mason City. The Chamber Ambassadors will be doing a ribbon cutting at 8:00 a.m.
- Last fall Connections AAA received a federal grant for vaccine promotion. Elderbridge received an extension for the funding and is in the planning stages for vaccine events. Elderbridge will be partnering with HyVee and the focus will be the flu shot and COVID booster.
- Will be serving as the President of the Association for the next fiscal year. Will be working with Zach Rhein at ADS and Linda Hildreth to strengthen the AAAs.

5.0 Community Relations

5.1 County Updates – Feedback from Board Members and the General Public.

No feedback at this time.

6.0 Coming Dates

6.1 Next Board Meeting – July 30, 2024, 10:00 a.m. Annual Meeting/Training, Iowa Lakes Community College, Algona, Iowa

6.2 Elderbridge Caregiver Conference – June 12, 2024, Surf Ballroom, Clear Lake, 9:00 a.m. to 3:30 p.m.

6.3 50th Anniversary Celebration in Mason City on June 13, 2024 – 8 to 10 a.m.

6.4 World Elder Abuse Awareness Day, June 15, 2024, “Prioritizing Dignity, Safety, and Wellbeing for Older Survivors of all Identities”

6.5 Office closure for June – Juneteenth, June 19

- 6.6 Caregiver Support Group – Virtual or in-person meeting, the fourth Tuesday of the month at 9:30 a.m. by Zoom, Mason City area
- 6.7 Webster County Caregiver Support Group – 3rd Wednesday of the month from, 3:00 to 4:00 p.m.,
First Baptist Church, Fort Dodge
- 6.8 Clay County Caregiver Support Group – virtual, 3rd Tuesday of the month from 10:00 to 11:00 a.m. by Zoom
- 6.9 Frontotemporal Dementia (FTD) Support Group – 2nd Thursday of the month, contact Deb Scharper at dscharper@theaftd.org, Iowa link: <https://www.theaftd.org/iowa/>
- 6.10 Advisory Council Meeting (Annual) – August 28, 2024, 9:00 a.m. via Zoom.

7.0 Adjournment

7.1 Adjournment

There being no further business before the Board, it was moved by Lori Hain and seconded by Linda Vaudt that the meeting be adjourned at 11:20 a.m.

Aye: all (the motion was declared carried.)