

ELDERBRIDGE BOARD OF DIRECTORS

Elderbridge Agency on Aging Meeting Minutes

Iowa Lakes Community College

Algona, Iowa

July 30, 2024, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Huizenga at 10:05 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, Sandi Jackson, LifeLong Links Director, Emily Winker, LifeLong Links Coordinator, Jacob Beaver, HR Director, and Amy Simpson, Executive Assistant were present. Sandy Olson, Liaison to the Advisory Council, was present.

0.2 Roll Call

Jill Hawkinson	P	Larry Pedley	P
Amanda Kaufman	A	Steve Kruse	P
Ethan Huizenga	P	Barry Anderson	Ex
Gary Caviness	P	Lori Hain	Ex
Linda Vaudt	P	Beth Will	P

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 July 30, 2024, Board agenda as presented. It was moved by Linda Vaudt 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 June 11, 2024, Board meeting minutes

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

Aye: all (the motion was declared carried.)

1.2 Seating of Officers

1.2.1 President, Vice President, Treasurer, Secretary

The following officers were seated: Ethan Huizenga, President; Steve Kruse, Vice President; Larry Pedley, Treasurer; and Lori Hain, Secretary

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 seated for FY 2024/2025.

Aye: all (the motion was declared carried.)

1.3 Seating of new Board member Beth Will

The Board welcomed back Beth Will to the Board. She had previously served on the Board. CEO Sindt stated that according to the bylaws former Board members who have been off the Board for one year can reapply to serve as a Board member. It was moved by Steve Kruse and seconded by Larry Pedley to seat Beth Will.

Aye: all (the motion was declared carried.)

1.4 Governance Committee Report

1.4.1 Approval of Angela Cook, Dickinson County; Sue Krogman, Osceola County; and Randy Kuhlman, Webster County to the Advisory Council

Chair Pedley reported that the Governance Committee met on July 22, 2024. Angela Cook, Dickinson County; Sue Krogman, Osceola County; and Randy Kuhlman, Webster County were recommended for approval. CEO Sindt stated that Angela Cook is a retired nurse from the VA, Sue Krogman is a former postmaster, and Randy Kuhlman is the CEO of the United Way in Fort Dodge. Randy Kuhlman will be a great proponent for Elderbridge as well as the Webster County Board of Supervisors. It was moved by Steve Kruse and seconded by Linda Vaudt to approve the Governance Committee report as presented and the applications to the Advisory Council.

Aye: all (the motion was declared carried.)

**1.4.2 Vacant Counties: Audubon, Hamilton, O'Brien and Winnebago
Efforts are ongoing to fill the remaining counties.**

1.5 Appointments to Board Standing Committees and Central Services Board

1.5.1 Governance Committee

CEO Sindt stated that the Governance Committee, the Fundraising Committee, and the Central Services Board members were discussed at the June Board meeting. If any Board member would like to change to a different Committee now would be the time to request to change. Hearing no changes, the Governance Committee members are Steve Kruse, Lori Hain, Larry Pedley, Gary Caviness, and Linda Vaudt. It was moved by Beth Will and seconded by Steve Kruse to approve the Governance Committee members as presented for FY 2024-2025.

Aye: all (the motion was declared carried.)

1.5.2 Fundraising Committee

The Fundraising Committee members are Steve Kruse, Barry Anderson, Jill Hawkinson, Amanda Kaufman, Beth Will, Dan Skelton, and Lionel Foster. It was moved by Beth Will and seconded by Steve Kruse to approve the Fundraising Committee members as presented for FY 2024-2025.

Aye: all (the motion was declared carried.)

1.5.3 Central Services Board

CEO Sindt stated that she contacted Dale Struecker to see if he is willing to continue serving on the Central Services Board and he agreed to do so. The Central Services Board members are Dale Struecker, Gary Caviness, Barry Anderson, Linda Vaudt, and Larry Pedley. It was moved by Beth Will and seconded by Steve Kruse to approve the Central Services Board members as presented for FY 2024-2025.

Aye: all (the motion was declared carried.)

1.6 Appointment of the Liaison to the Advisory Council

CEO Sindt stated that Linda Vaudt volunteered to serve as the liaison to the Advisory Council at the June Board meeting. It was moved by Jill Haskinson and seconded by Steve Kruse to approve Linda Vaudt as the Liaison to the Advisory Council.

2.0 Finance Report – Jodi Presswood, CFO

2.1 Finance Report

CFO Presswood reported on the following:

- FY25 is in full swing and working on updating the RFR spreadsheet for subcontractors.
- Staff Accountant Jennifer Rozell has completed her probationary period.
- The workers comp audit is complete and in the process of doing the insurance audit.
- Getting funding from ADS is still problematic. Finally received Q1 funding and finances are back in good standing.
- CEO Sindt will be visiting with ADS Director Zach Rhein on July 31 to discuss cash flow issues.
- County report pages will be coming as the time gets closer to doing county visits in the fall.
- Board Liaison Sandy Olson suggested that Elderbridge send the Board of Supervisors a letter before the county visits start to thank them for their continued support. President Huizenga and CEO Sindt will work on drafting the letter.
- Revenues and cash are in good standing.
- Filed IAFRS Q4 report.

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

Aye: all (the motion was declared carried.)

3.0 Agency Program Reports

3.1 COO Report – Stacia Timmer

COO Timmer reported on the following:

- The budget for Healthy Aging has not increased. Healthy Aging Director Jody Applegate had to get creative with the nutrition contracts and identify the mealsites that are serving the most people.

- Tammie McCreedy continues to write grants for the meal program.
- Home and Community Based Service contracts are in place as of July 1. Cuts had to be made to some contracts.
- LifeLong Links staff has been working hard with flood relief and 19 counties have been declared disaster areas. Flood relief work will be ongoing for some time in the affected counties.
- Work has started on the 4 year Area Plan. Will be doing community needs assessments soon. The Board will be kept up to date with community needs assessments and when those meetings will take place. Board and Advisory Council participation will be important.

3.2 CEO Report – Shelly Sindt

CEO Sindt reported on the following:

- Hoping to receive a \$10,000 grant from USAging for grant relief.
- Working with ADS on a \$100,000 grant from the Administration on Community Living for disaster relief. Material aid funds are being used for immediate needs.
- Will be working with 17 HyVee pharmacies for the vaccine grant. People who get their flu vaccination will receive a .20 cent discount on gas. A \$20.00 gift card will be issued for those who receive the COVID shot. The program will start in October.
- Representative Ann Meyer called CEO Sindt concerning the Deercreek meal site and that Elderbridge was taking money away from the meal site for the flood relief effort, which is inaccurate. CEO Sindt visited with her concerning the dwindling funding the AAAs face. She was also informed that Webster County does not provide funding for the elderly in Webster County.
- Eastern Star approached Connections AAA to do fundraising relating to dementia. Will be meeting with them in Des Moines on July 31.
- At the USAging Conference CEO Sindt and Emily Winker sat in on the Elder Justice workshop. Great networking opportunities.
- Received a \$5,000 grant from the Hanson Foundation for the purchase of a new vehicle.
- Received a \$20,000 grant from Prairie Meadows for emergency meals.

4.0 Community Relations

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

Linda Vaudt – knows of a lady who makes quilts and would like to know of any grandparents raising grandchildren who need quilts. The quilts would be Christmas-themed. CEO Sindt suggested that the Santa for Seniors could help with this.

5.0 Coming Dates

5.1 Next Board Meeting –September 10

5.2 Office closure: September 2, 2024 – Labor Day

5.3 Caregiver Support Group – Virtual or in-person meeting, the fourth Tuesday of the month at 9:30 a.m. by Zoom, Mason City area

5.4 Webster County Caregiver Support Group – 3rd Wednesday of the month from, 3:00 to 4:00 p.m., Baptist Church, Fort Dodge

5.5 Clay County Caregiver Support Group – virtual, 3rd Tuesday of the month from 10:00 to 11:00 a.m.by Zoom

- 5.6 Frontotemporal Dementia (FTD) Support Group – 2nd Thursday of the month, contact Deb Scharper at dscharper@theaftd.org, Iowa link: <https://www.theaftd.org/iowa/>
- 5.7 Advisory Council Meeting (Annual) – August 28, 2024, 9:00 a.m. via Zoom.
- 5.8 50th Anniversary Celebration – October 8, 2024 – Elderbridge Fort Dodge Office, 8:00 to 10:00 a.m.
- 5.9 50th Anniversary Celebration – November 1, 2024 – Elderbridge Carroll Office, 8:00 to 10:00 a.m.

6.0 Adjournment

6.1 Adjournment

There being no further business before the Board, it was moved by Linda Vaudt and seconded by Beth Will that the meeting be adjourned at 11:22 a.m.

Aye: all (the motion was declared carried.)