

ELDERBRIDGE BOARD OF DIRECTORS

Elderbridge Agency on Aging

Meeting Minutes

Zoom Conference Call

February 11, 2025, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by Vice President Kruse at 10:02 a.m.

0.1 Introduction of Board members, staff, and visitors.

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

0.2 Roll Call

Jill Hawkinson	Ph	Larry Pedley	Ph
Amanda Kaufman	Ph	Steve Kruse	Ph
Ethan Huizenga	Ex	Barry Anderson	Ph
Gary Caviness	Ph	Lori Hain	Ex
Linda Vaudt	Ex	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

Vice President Kruse called for a motion to adopt the February 11, 2025, Board agenda as presented. It was moved by Jill Hawkinson and seconded by Gary Caviness that the agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Approval of January 13, 2025, Board meeting minutes

Vice President Kruse called for a motion to approve the January 13, 2025, meeting minutes. It was moved by Barry Anderson and seconded by Larry Pedley that the January 13, 2025, meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Fundraising Committee Report

Chair Kruse reported that the Fundraising Committee met on February 5, 2025, and the following items were discussed.

- It was decided to not do Applebee's fundraisers due to the change in their fundraising policies. Will revisit doing another Applebee's fundraiser in the future.

- Bundling items for the Slam Dunk fundraiser was discussed. It was decided to not do any bundling for the upcoming auction but will discuss bundling for the next fundraiser.
- Chair Kruse offered to pay for any Fundraising Committee member to attend the 43 North Iowa and Hammer & Heels upcoming fundraisers to see how their fundraisers are organized.
- Randy’s Grocery in Clear Lake will be doing a Round Up drive and Chair Kruse has contacted Fareway in Mason City to also have a Round Up drive.
- An email was sent to Farm Bureaus in Elderbridge’s 29 county service area seeking donations. Members were asked to contact their Farm Bureaus.
- 16+ grants are currently out for the nutrition program, volunteer program, client assistance, IRTC, disaster assistance, and a new vehicle.
- Laura Allen received additional funds from the Community Care Corps grant of \$11,843.15 for the Volunteer Program. The funding needs to be used by the end of March.
- The Next Fundraising Committee meeting is on April 2, 2025, at 10:00 a.m. via Zoom.

It was moved by Jill Hawkinson and seconded by Amanda Kaufman to approve the Fundraising Committee report as presented.

Aye: all (the motion was declared carried.)

1.3 4-year Area Plan Update

COO Timmer reported the following update:

- Goals & objectives were submitted to Aging Disability Services.
- The final Area Plan is due at the beginning of April. The Board will review and approve the Area Plan at the March Board meeting.
- Currently working on the budget 3A1 form which is a best guesstimate of how many units on each taxonomy Elderbridge will provide.
- On February 26, 2025, there will be a Public Hearing concerning the Area Plan and the Board and Advisory Council are invited to attend the Public Hearing.

It was moved by Barry Anderson and seconded by Gary Caviness to approve the Area Plan Update report as presented.

Aye: all (the motion was declared carried.)

1.4 CEO Hire Status

HR Director Beaver reported that Stacia Timmer has accepted the position of CEO for Elderbridge. The Executive Committee met and interviewed potential candidates and chose Stacia Timmer for the position. The Board congratulated her on her promotion. CEO Sindt stated that ADS has been informed and is supportive of the Board's decision. COO Timmer stated that she believes the agency is in a good place and that CEO Sindt has done a great job leading Elderbridge. The COO position has been posted and will be filled soon. It was moved by Beth Will and seconded by Barry Anderson to approve Stacia Timmer as the incoming CEO effective July 1, 2025.

Aye: all (the motion was declared carried.)

1.5 Upcoming Board term completions

CEO Sindt reported that three members will have completed 2 terms and will be going off the board. Lori Hain, Barry Anderson, and Larry Pedley will be leaving the Board on July 1, 2025. If Board members have any recommendations to fill the vacancies, the Board was asked to contact CEO Sindt with any ideas. Advisory Council members will be looked at as possible candidates for the Board also.

1.6 Potential Federal Funding Freeze

CEO Sindt reported that about three weeks ago an Executive Order was signed to freeze all federal funding. Currently, the federal funding freeze is on hold. There is still a potential that the freeze could be reinstated and federal funds could be halted. State funding would not be affected. The agency could survey for three months on reserve funding. The reauthorization for the Older Americans Act had not been approved by both houses before the new administration came in. Federal legislators are in support of approving the reauthorization. ADS is also looking at what funding they would have to bridge the gap in funding.

2.0 Finance Report – Jodi Presswood, CFO

2.1 Finance Report

- Cash flow is good.
- Currently waiting on responses from the attorney letters that were sent out. Once received the final draft for the FY23 will be issued to departments that require a copy.
- Closing has begun for FY24 which can take several weeks. Once done work will begin on the FY24 audit.
- W-2s and 1099s have been sent to staff and vendors.
- The quarter 2 IAFRS report has been submitted to Health and Human Services. Working with staff to make changes to the original budget to align with changes that occurred.

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

Aye: all (the motion was declared carried.)

3.0 Agency Program Reports

3.1 Healthy Aging Report – Jody Applegate

- 1,521 emergency meal kits are in the warehouse in Iowa City and have no item number so they have not been delivered yet. Hoping to hear soon when those will be received. Volunteers are in place to help distribute the meals once they are received.
- Farmer’s Market – setting up a mailing of applications to those who received vouchers last year. Once applications are received vouchers will be mailed. Vouchers will be \$50.00 this year.
- Meal sites were notified last week of where their budgets stood at the halfway point. Some meal sites have overspent and are working on ways to get through the next six months.

3.2 COO Report – Stacia Timmer

- On March 4, 2024, a new phone system will be installed, Staff will have training on the new system in the coming weeks.

- Working on the Area Plan and the budget, 3A1.
- Attending the long-term recovery support group in Clay County. The focus of the group is to help those that are still recovering from the flood.
- Fareway food vouchers have been distributed. Follow-up surveys have been done for those who received the vouchers. Some people are still not in their homes.

3.3 CEO Report – Shelly Sindt

- Last legislative session the Governor ordered improved govt. efficiency. ADS is working on new administrative rules. A draft has been received and is being reviewed.
- CEO Sindt and COO Timmer will be going to Des Moines in March for the Legislative Coffee/Meeting.
- All the AAAs are doing a paper plate campaign that has messages written by participants of the congregate/home-delivered meal program that will be delivered to the legislators in March.
- AAAs will be asking for more money this year. CEO Sindt has already asked for increased funding from House Representative Meyer and House Representative Nordman of \$750,000 in state Elderly Service dollars to offset the lack of funding for the meal program. Funding is also being requested for a Dementia Specialist.
- Thanked the Board for approving Stacia Timmer as the next CEO.

4.0 Community Relations

- 4.1 County Updates – Feedback from Board Members and the General Public.**
No county updates were reported.

5.0 Coming Dates

- 5.1** Next Board Meeting – March 11, 2025, 10:00 a.m. via Zoom
- 5.2** Caregiver Support Group – Virtual or in-person meeting, the fourth Tuesday of the month at 9:30 a.m. by Zoom, Mason City area
- 5.3** Webster County Caregiver Support Group – 3rd Wednesday of the month from, 3:00 to 4:00 p.m., First Baptist Church, Fort Dodge
- 5.4** Clay County Caregiver Support Group – virtual, 2nd Tuesday of the month from 10:30 to 11:30 a.m. by Microsoft Teams – Kayley Brown
- 5.5** Frontotemporal Dementia (FTD) Support Group – 2nd Thursday of the month, contact Deb Scharper at dscharper@theaftd.org, Iowa link: <https://www.theaftd.org/iowa/>
- 5.6** Next Advisory Council Meeting – February 26, 2025, 10:00 a.m. via Zoom.
- 5.7** 4-year Area Plan Public Hearing Notice – February 26, 2025, at 9:30 a.m. by Zoom or in person at the Fort Dodge Elderbridge office.
- 5.8** Upcoming office closures: President’s Day, February 17

6.0 Adjournment

6.1 Adjournment

There being no further business before the Board, it was moved by Jill Hawkinson and seconded by Larry Pedley that the meeting be adjourned at 11:27 a.m.

Aye: all (the motion was declared carried.)