

# ELDERBRIDGE BOARD OF DIRECTORS

## Elderbridge Agency on Aging

### Meeting Minutes

Zoom Conference Call

September 9, 2025, 10:00 a.m.

#### 0.0 Call to Order

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

#### 0.1 Introduction of Board members, staff, and visitors.

President Will called for introductions of visitors and staff. Staff members: Stacia Timmer, CEO; Sandra Jackson, COO; Jodi Presswood, CFO; Jacob Beaver, HR Director; and Amy Simpson, Executive Assistant, were present. Lionel Foster, Liaison to the Advisory Council, was absent.

#### 0.2 Roll Call

Jill Hawkinson	Ph	Casee Ross	Ex
Amanda Kaufman	Ph	Lisa Rockhill	Ph
Ethan Huizenga	Ph	Crystal Meier	Ph
Gary Caviness	Ph	Beth Will	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 Will called for a motion to adopt the September 9, 2025, Board agenda as presented. It was moved by Lisa Rockhill and seconded by Linda Vaudt that the agenda be adopted.

Aye: all (the motion was declared carried.)

#### 1.0 Board Affairs

##### 1.1 Approval of August 12, 2025, Board meeting minutes

President Will called for a motion to approve the August 12, 2025, meeting minutes. It was moved by Linda Vaudt and seconded by Amanda Kaufman that the August 12, 2025, meeting minutes be approved.

Aye: all (the motion was declared carried.)

##### 1.2 Fundraising Committee Report

President Will reported on the following:

- The Fundraising Committee met on September 3, 2025
- The Slam Dunk Against Hunger fundraiser is scheduled for March 22-29, 2026. Laura Allen and Sue Anne Stoermer have started to get donations and items for the online auction.

- Micro-fundraisers – the Applebees in Mason City had a fundraiser on August 5, 2025, and \$200.06 was raised.
- There will be a fundraiser at the Mason City Culver’s on October 2, 2025. The Mason City and Carroll Culver’s will also be contacted.
- Calendar fundraiser – posted on the Elderbridge website and social media. Former Board member Steve Kruse has pledged \$27.00 for September 27. Participants can pick dates on the calendar as a donation. You can also combine dates during a month as a donation.

It was moved by Lisa Rockhill and seconded by Amanda Kaufman to approve the Fundraising Committee report.

Aye: all (The motion was declared carried.)

**1.3 Annual Report and Board of Supervisors Visits**

CEO Timmer reported that it is time for staff to start going out to the counties in our area to present the Annual Report and the request for FY26 county match funds. CFO Presswood creates reports for each county that indicate what services are provided in each county and what Elderbridge is requesting based on the senior population in each county. CEO Timmer stated that Elderbridge traditionally has raised the county match request in .5 cent increments. Board member Meier stated that Elderbridge should consider asking for more, such as .10 cents. Concerns were raised about asking for too much, as county funding has also been reduced.

After a moderate discussion, it was moved by Crystal Meier and seconded by Gary Caviness to increase the county match request from \$3.20 to \$3.30.

Yea: all (the motion was declared carried.)

**1.4 Older Iowans Legislature Annual Meeting in September**

President Will stated that the Older Iowans Legislature Annual meeting is on September 29, 2025, from 9:00 a.m. to 2:00 p.m. at the State Capitol in Des Moines. The meeting is also available by Zoom or dialing in by phone. The Board packet includes the OIL meeting sign-up sheet to participate. Board members should not have to pay a fee since Elderbridge is an OIL member. Advisory Council member Lionel Foster will be attending in person and will be giving the invocation. CEO Timmer and COO Jackson will also be attending via Zoom.

**1.5 Strategic Planning Report**

CEO Timmer reported the following:

- The Strategic Plan was updated at the Annual Board meeting in 2024.
- There are 3 goals in the Strategic Plan. CEO Timmer briefly explained the 3 goals to the Board.
- The Strategic Plan works alongside the Area Plan.
- Regular reviews of the Strategic Plan should be done to make sure the agency stays on track.

## **2.0 Advisory Council Report**

CEO Timmer reported on the following:

- The Advisory Council met for its annual meeting on August 27, 2025.
- New officers were elected at the meeting. Sandy Olson, Chair, Deb Scharper, Vice Chair, and Dan Skelton, Secretary.
- Lionel Foster is the new liaison to the Board.
- The fundraising activities were discussed – Slam Dunk Against Hunger.
- The upcoming OIL meeting was discussed along with the LifeLong Links report.
- The Advisory Council's next meeting is on October 22, 2025.

## **3.0 Finance Report – Jodi Presswood, CFO**

### **3.1 Finance Report**

- All GMS issues have been resolved.
- Working with the auditor for the FY24 audit.
- The switch over from Wells Fargo Bank to Clear Lake Bank & Trust is complete. The process to officially close the Wells Fargo Bank will be next week. The credit cards, for now, will still be through Wells Fargo.
- Overall budget looks good.
- Currently at 80% for local public funds. There are a few counties that have not submitted payment yet.

It was moved by Lisa Rockhill and seconded by Ethan Huizenga to approve the financial report as presented.

Aye: all (the motion was declared carried.)

## **4.0 Agency Program Reports**

### **4.1 Healthy Aging Report – Jody Applegate**

- Healthy Aging Coordinator, Brenda Semprini, based in Fort Dodge, has retired. Carol Orris was hired to replace her and will be based out of the Spencer office.
- Had a Healthy Steps for Older Adults class at the Northwood mealsite at the end of August. There were 10 participants.
- Farmer's Market Vouchers are still available. Individuals can call the 800 number or stop by the offices to get vouchers.
- Working on prioritization of the meal sites. Looking at individuals with the greatest risk of institutionalization or malnutrition, based on their intake form.

### **4.2 CEO Report – Stacia Timmer**

- Had a fiscal monitoring visit from ADS. Three people from Des Moines visited the Fort Dodge office last week to do the audit. CFO Presswood and COO Jackson were also involved with the audit. Minimal issues were found. The final report will come in October and will be brought to the Board.
- New policies and procedures will be coming from ADS. The AAAs have been giving feedback on the policies.
- The I4a Retreat and Annual Board meeting is coming up in Des Moines. A report of the meeting will be given at the October Board meeting.
- A Caregiver Conference is scheduled for November 6, 2025, in Carroll, Iowa. There will be two speakers at the events.

**4.3** COO Report – Sandi Jackson

- Currently revising processes for direct client assistance to be cautious of spending, considering the current funding climate. Funding for direct client assistance has been reduced and will be re-evaluated quarterly, and the hope is to have excess funds in the 3<sup>rd</sup> quarter.
- Caregiver Conference on November 6, 2025, in Carroll, Iowa. There will be two speakers at the conference.
- Better tracking for the agency’s grants in Wellsky has been set up, so spending can be accurately monitored as it relates to individualized spending.

**5.0** Community Relations

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

**6.0** Coming Dates

- 6.1** Next Board Meeting – October 14, 2025, 10:00 a.m. via Zoom.
- 6.2** Caregiver Support Group – Virtual or in-person meeting, the fourth Tuesday of the month at 9:30 a.m. by Zoom, Mason City area
- 6.3** Webster County Caregiver Support Group – 3<sup>rd</sup> Wednesday of the month from 3:00 to 4:00 p.m.  
First Baptist Church, Fort Dodge
- 6.4** Clay County Caregiver Support Group – virtual, 3<sup>rd</sup> Tuesday of the month from 10:00 to 11:00 a.m. by Zoom
- 6.5** Frontotemporal Dementia (FTD) Support Group – 2<sup>nd</sup> Thursday of the month, contact Deb Scharper at [dscharper@theaftd.org](mailto:dscharper@theaftd.org), Iowa link: <https://www.theaftd.org/iowa/>
- 6.6** Older Iowans Legislature Annual Meeting – September 29, 2025, 8:00 to 3:00 p.m.
- 6.7** Advisory Council Meeting – October 22, 2025, 9:00 a.m. via Zoom.
- 6.8** Caregiver Conference - November 6, 2025, Carroll, Iowa, Swan Lake East Shelter House

**7.0** Adjournment

**7.1** Adjournment

There being no further business before the Board, it was moved by Linda Vaudt and seconded by Jill Hawkinson that the meeting be adjourned at 11:01 a.m.

Aye: all (the motion was declared carried.)