

# ELDERBRIDGE BOARD OF DIRECTORS

## Elderbridge Agency on Aging

### Meeting Minutes

Zoom Conference Call

November 18, 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; 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	Ph
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 November 18, 2025, Board agenda as presented. It was moved by Lisa Rockhill and seconded by Amanda Kaufman that the agenda be adopted.

Aye: all (the motion was declared carried.)

#### 1.0 Board Affairs

##### 1.1 Approval of October 14, 2025, Board meeting minutes

President Will called for a motion to approve the October 14, 2025, meeting minutes. It was moved by Amanda Kaufman and seconded by Linda Vaudt that the October 14, 2025, meeting minutes be approved.

Aye: all (the motion was declared carried.)

##### 1.2 Fundraising Committee Report

CEO Timmer reported on the following:

- The Fundraising Committee met on November 5, 2025
- The Slam Dunk Against Hunger fundraiser is scheduled for March 22-29, 2026. Laura Allen reported on the most recent auction items that have been donated. 96 total items so far. Elderbridge has received \$2,725 in donations to date.
- Micro-fundraisers – the Culver’s fundraiser in Mason City raised \$425.00. The Culver’s fundraiser in Carroll raised \$500. Randy’s Grocery/Meat Market “round-up” campaign raised \$213.20.

- Calendar Fundraiser is on the website and social media. Participants pick a date, and the amount of their donation correlates to the date picked. Multiple dates can also be picked.
- There is one grant for client assistance and two for meals for FY25. Elderbridge just received a \$12,500 grant for technology to update equipment. A \$15,000 Barkema grant was received for the Iowa Return to Community program.

It was moved by Ethan Huizenga and seconded by Jill Hawkinson to approve the Fundraising Committee report.

Aye: all (the motion was declared carried.)

### **1.3 Joint Planning Committee Report**

CEO Timmer and COO Jackson reported the following:

- The Joint Planning Committee meeting was held at 9:00 a.m. before the Board meeting.
- Direct and indirect services were ranked or prioritized.
- The top three direct services are: 1) home-delivered meals, 2) congregate meals, and 3) elder rights.
- The top three indirect/subcontracted services are: 1) transportation, 2) respite, and 3) homemaker.
- The ranking of services helps to identify where the goals and funding should be prioritized if possible. This is also useful information for the Area Plan Update for ADS.

### **1.4 Update on Board of Supervisors Visits**

President Will reported that the Board of Supervisors visits have started. The meeting schedule is in the Board packet, and Board members were encouraged to attend in their counties. President Will attended the Dickinson County Board of Supervisors visit, and it went very well.

## **2.0 Advisory Council Report**

CEO Timmer reported on the following that were discussed:

- Fundraising activities were reported to the Advisory Council. Members were asked to get any donations in their counties.
- The Board of Supervisors visits were discussed.
- Prioritization of meal site participants has started due to reduced funding of the meal program.
- The Annual Report was presented to the Advisory Council.

## **3.0 Agency Reports**

### **3.1 LifeLong Links Report – Sandi Jackson, COO**

- There was a Chamber Coffee at the Carroll office on October 24, and it was attended by 34 community members.
- On November 6, 2025, there was a Caregiver Conference at Swann Lake State Park in Carroll. There were 30 attendees. Two speakers presented at the conference.
- Staff attended SAFE training (Safe Accessible Forensic Interviewing for Elders)
- Currently serving 563 clients in our service area.
- I&A staff documented 363 calls in the last 30 days.

### 3.2 COO Report – Sandi Jackson

- Staff will be meeting later today concerning another round of the Benefits Enrollment Center (BEC) grant. It is a federal grant. Hoping to apply for \$150,000, which will involve partnering with community members. More information to come.

### 3.3 CEO Report – Stacia Timmer

- The government shutdown has concluded. Elderbridge did not feel a direct impact from the closure. If the shutdown had continued, contingency plans would have had to have been put in place.
- Board of Supervisors visits have been going well and have been positive.
- New policies and procedures are ongoing with ADS that include prioritization procedures for possible wait lists.
- We are in the application process for the BEC Grant for \$150,000 which will be for 30 months. Elderbridge will need to do 600 core applications with individuals. The application is due in the next couple of weeks.

## 4.0 Finance Report – Stacia Timmer, CEO

### 4.1 Finance Report

- Quarter 1 report to IAFRS has been finalized. \$90,000 over budget currently , mainly with the meal sites. However, this does tend to be the trend in the 1<sup>st</sup> quarter, and the goal is to bring a balance to this as time goes.
- The Wells Fargo account has been closed. CFO Presswood will need to meet in person at Wells Fargo to formally close the account. Agency credit cards are still through Wells Fargo Bank.
- The FY24 audit is not closed. The hope is to have it completed by next week.

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.)

## 5.0 Community Relations

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

CEO Timmer reported that former CEO Shelly Sindt asked her to present at Rotary concerning the Slam Dunk Fundraiser.

## 6.0 Coming Dates

6.1 Next Board Meeting – December 9, 2025, 10:00 a.m. via Zoom

6.2 Upcoming office closures: December 24, 25, and January 1

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

6.4 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

6.5 Clay County Caregiver Support Group – 3<sup>rd</sup> Tuesday of the month from 10:00 to 11:00 a.m. by Zoom

6.6 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/>

6.7 Advisory Council Meeting – February 25, 2026, 9:00 a.m. via Zoom

6.8 Annual Slam Dunk Against Hunger Fundraiser/Online Auction – March 22-29, 2026

**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 10:38 a.m.

Aye: all (the motion was declared carried.)