

# ELDERBRIDGE BOARD OF DIRECTORS

## Elderbridge Agency on Aging

### Meeting Minutes

Zoom Conference Call

Tuesday, December 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; Jacob Beaver, HR Director; and Amy Simpson, Executive Assistant, were present. Lionel Foster, Liaison to the Advisory Council, was present.

#### 0.2 Roll Call

Jill Hawkinson	Ph	Casee Ross	Ph
Amanda Kaufman	Ph	Lisa Rockhill	Ex
Ethan Huizenga	Ex	Crystal Meier	Ph
Gary Caviness	Ph	Beth Will	Ph
Linda Vaudt	A		

#### 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 December 3, 2025, Board agenda as presented. It was moved by Lionel Foster 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 November 18, 2025, Board meeting minutes

President Will called for a motion to approve the November 18, 2025, meeting minutes. It was moved by Jill Hawkinson and seconded by Gary Caviness that the November 18, 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 December 3, 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. Over 100 items have been donated for the silent auction. Elderbridge has received over \$3,000 in donations to date.
- Micro-fundraisers –Randy’s Grocery will be doing a “round-up” campaign in December. Diamond Jo’s invited Elderbridge to have a Christmas tree at the

casino. Votes will be gathered from the public for the best tree. The top prize is \$2,000. The minimum prize is \$500.

- There are currently 11 grant applications out – 7 for client assistance, 3 for technology, and 1 for the Benefits Enrollment Center.

It was moved by Gary Caviness and seconded by Jill Hawkinson to approve the Fundraising Committee report.

Aye: all (the motion was declared carried.)

### **1.3 Staff Holiday Appreciation**

CEO Timmer reported the following:

- Through a volunteer grant, the Board will be sent a token of Elderbridge’s appreciation in their Christmas card.
- As a Happy New Year to the Elderbridge staff, CEO Timmer recommended that employees be given 4 hours of leave on New Year’s Eve. CEO Timmer stated that staff have worked hard all year.

After a brief discussion, it was moved by Amanda Kaufman and seconded by Jill Hawkinson to have staff have a half-day of leave on New Year’s Eve.

Aye: all (the motion was declared carried.)

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

CEO Timmer reported that the visits are going well and are almost done. There will be a visit to Webster County to attempt to receive funding. There have been questions about the meal sites and the prioritization process we are required to follow, but overall, the feedback has been positive.

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

### **2.1 Finance Report**

- Audit will be presented in January 2026, and Elderbridge will be able to close out FY2025.
- IRS Tax Form 990 for non-profits has granted Elderbridge an extension in order to file the FY 2025 audit.
- All money from the Wells Fargo account has been removed, and finalization of the closure of the account will be done before the next Board meeting.
- Currently working with ADS on the new funding request system. ADS is hoping to have it operating by the calendar year, but it may extend to the beginning of the fiscal year.
- Title IIID funds were sent back to ADS as they were unspent. There are some funds still left, and the management team is looking for new vendors to partner with to make sure the funds are expended.
- The local public funds level was higher than expected due to some counties giving more money than expected.
- Liability insurance premiums increased this year.

## **3.0 Agency Reports**

### **3.1 HR Report – Jacob Beave**

- A new medical insurance plan will be added for January 2026. Last year, the PPO plan was not offered as an option due to the rising cost of that plan. Due to the POS plan denying staff referrals for care, it was decided to offer the PPO plan, with staff making up the difference in the cost. The POS plan is still offered to staff at no additional cost.
- Elderbridge is fully staffed.
- The CEO's performance evaluation will be moved to the fiscal year to coincide with staff evaluations and raises. This will make it easier for finance with regard to issuing the pay increase.

**3.2 COO Report – Sandi Jackson**

- Dan Peterson, who is the Kossuth County Advisory Council member, attended the Board of Supervisors meeting. His input and experience with the Algona meal site were appreciated. Overall, the Board of Supervisors meetings have been going well.
- Grant writing for the agency has been going well. Elderbridge has submitted another grant for the Benefits Enrollment Center for \$150,000. Hope to hear the status of the application by January.

**3.3 CEO Report – Stacia Timmer**

- The CEO report is in the Board meeting packet. CEO Timmer is attending a Board of Supervisors meeting in Lyon County,

**4.0 Community Relations**

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

Liaison to the Board, Lionel Foster, reported that he is concerned that our legislative representatives are not advocating for the elderly. Oil will be advocating for better nursing home conditions and medical care for seniors.

**5.0 Coming Dates**

- 5.1** Next Board Meeting – January 13, 2026, 10:00 a.m. via Zoom
- 5.2** Upcoming office closures: December 24, 25, and January 1
- 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 – 3<sup>rd</sup> Wednesday of the month from 3:00 to 4:00 p.m. First Baptist Church, Fort Dodge
- 5.5** Clay County Caregiver Support Group – 3<sup>rd</sup> Tuesday of the month from 10:00 to 11:00 a.m. by Zoom
- 5.6** 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/>
- 5.7** Advisory Council Meeting – February 25, 2026, 9:00 a.m. via Zoom
- 5.8** Annual Slam Dunk Against Hunger Fundraiser/Online Auction – March 22-29, 2026

**6.0 Adjournment**

**6.1 Adjournment**

There being no further business before the Board, it was moved by Gary Caviness and seconded by Jill Hawkinson that the meeting be adjourned at 10:40 a.m.

Aye: all (the motion was declared carried.)