

ELDERBRIDGE BOARD OF DIRECTORS

Elderbridge Agency on Aging

Meeting Minutes

Zoom Conference Call

Tuesday, April 14, 2026, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Will at 10:00 a.m.

0.1 Introduction of Board members, staff, and visitors.

President Will called for introductions of visitors and staff. Staff members: Stacia Timmer, COO; Sandi 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	Ex
Amanda Kaufman	A	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 April 14, 2026, Board agenda as presented. It was moved by Lisa Rockhill 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 March 10, 2026, Board meeting minutes

President Will called for a motion to approve the March 10, 2026, meeting minutes. It was moved by Lionel Foster and seconded by Jill Hawkinson that the March 10, 2026, meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Fundraising Committee Report/Slam Dunk Fundraiser Report

CEO Timmer reported the following:

- The final total for the auction was \$26,093. The goal of \$25,000 was exceeded.
- Will continue to use the 32Auctions site to do future online auctions. Interest in the yearly auction is building.
- Working on smaller micro-fundraisers.
- The Fundraising Committee will be taking a break for a couple of months.

It was moved by Ethan Huizenga and seconded by Lionel Foster that the Fundraising Committee report be approved as presented.

Aye: all (the motion was declared carried.)

1.3 Central Services Board Report

CEO Timmer reported the following:

- The Central Services Board met before the Board meeting to discuss bids for projects in the Spencer and Fort Dodge offices.
- A bid to fix the base of the Spencer office sign was reviewed and approved by the Board. The base is deteriorating and needs to be replaced.
- The Fort Dodge office is having foundation issues and needs new support beams in the basement, repair to the basement stairs, and a new back door that is energy efficient. The bid for repairs was accepted.
- \$60,000 a year is generated from rent.
- CICS will be renting another office in Spencer beginning on May 1, so the rent will increase to \$500 a month.

It was moved by Linda Vaudt and seconded by Jill Hawkinson to approve the Central Services Board report as presented.

Aye: all (the motion was declared carried.)

1.4 Update on upcoming Board/AD. Council Vacancies

CEO Timmer reported that Jill Hawkinson will be returning for another 3-year term on the Board. The Board will need a new member to meet the 9-member minimum, as Amanda Kaufman is not renewing for another term. Currently, there are 9 vacant counties on the Advisory Council, with more vacancies coming as of July 1. Staff will continue to try to fill the vacant counties. Board members are encouraged to reach out to staff if they have candidates for the Board or Advisory Council.

1.5 Update on redistricting the AAAs

CEO Timmer reported the following:

- The new amendment has gone to the subcommittees.
- The AAA CEO's met with HHS Director Zach Rhein on April 10, 2026. The end of the legislative session is fast approaching. The state budget is taking a higher priority. The amendment is in the AAAs' favor and gives the AAAs time to get to work through the challenges that the redistricting would cause.

2.0 Finance Report – Jodi Presswood, CFO

2.1 Finance Report

- To date, CEO Presswood has not heard from the auditor. The auditor indicated she would be in contact after tax season.
- CEO Presswood has received a list of auditors that the other AAAs use. They would be familiar with how federal and state funding streams work. Auditors will be contacted once the FY24 and FY25 budgets are closed.
- The new ADS funding system is working, but with some issues. The last request for funds did not go through properly. ADS is working on it. A check will be sent if it is not fixed.
- The revenue and expense report is showing a positive earnings balance.
- The FY27 budget estimate has been finished and reported to ADS. The cost allocation report is in progress for the Area Plan.

- Quarterly reporting will begin for IAFRS and MAC.
- Congregate meals donations are less than expected this year.

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.)

3.0 Agency Reports

3.1 COO Report – Sandi Jackson

- There will be a volunteer appreciation event on April 21 at the Iowa Lakes Community College in Algona. Board members are encouraged to attend.
- On April 22, staff member Carissa Nelson will be at the Spencer Library to help people apply for Medicare-eligible benefits.
- There will be a SALT Forum in Mason City on April 28 at the Grace Evangelical Church.
- The Healthy Aging staff is scheduling Healthy Steps for Older Adults classes. Classes will begin in Rock Valley on April 17. Spencer, Northwood, and Manly will also be having Healthy Steps classes in April.
- The HCBS RFAs were due back to Elderbridge on March 27. The management team will be reviewing the contracts that have been received.
- The Farmer’s Market program will begin on June 1. Applicants can apply online this year. Seniors will still be able to get applications at the offices.
- The Healthy Aging Coordinator position is still open. Efforts are ongoing to fill the position. The successful candidate will be located at the Fort Dodge or Carroll office.

3.2 CEO Report – Stacia Timmer

- Meeting with i4a Directors to discuss the amendment and what ADS will need from the AAAs for fiscal and impact reports.
- COO Jackson has been working on the Area Plan update and setting goals for the next fiscal year. The update has been submitted along with a budget update.
- The HCBS contracts will be reviewed along with the funding that is available.
- A Senior Health Fair in Spencer is in the planning stages. Hope to have the Senior Fair sometime in June.

4.0 Community Relations

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

No county updates at this time.

5.0 Coming Dates

5.1 Next Board Meeting – May 12, 2026, 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 – 3rd Tuesday of the month from 10:00 to 11:00 a.m. by Zoom

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 Advisory Council Meeting – May 27, 2026, 9:00 a.m. via Zoom

5.7 Elderbridge Volunteer Appreciation Event – April 21, 2026, 11:00 am to 2:00 p.m., Iowa Lakes Community College, Algona, Iowa

6.0 **Adjournment**

6.1 Adjournment

There being no further business before the Board, it was moved by Jill Hawkinson and seconded by Gary Caviness that the meeting be adjourned at 11:07 a.m.

Aye: all (the motion was declared carried.)