ELDERBRIDGE BOARD OF DIRECTORS

Elderbridge Agency on Aging

Meeting Minutes

Zoom Conference Call

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

0.0 **Call to Order**

The meeting was called to order by President Will at 10:03 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; Jodi Presswood, CFO, 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	A
Teri Chinn	Ex	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 July 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 June 23, 2026, Board meeting minutes

President Will called for a motion to approve the June 23, 2026, meeting minutes. It was moved by Lisa Rockhill and seconded by Linda Vaudt that the June 23, 2026, meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Seating of Officers

1.2.1 President, Vice President, Treasurer, Secretary

The slate of officers for fiscal year FY27 was approved at the June 23, 2026, Board meeting. Nominations from the floor were called in case any other Board members were willing to serve in an officer position. Hearing none, it was moved by Lisa Rockhill and seconded by Linda Vaudt to seat Beth Will as President, Ethan Huizenga as Vice President, Jill Hawkinson as Secretary and Linda Vaudt as Treasurer.

. Aye: all (the motion was declared carried.)

1.3 Seating of new Board member, Teri Chinn

CEO Timmer reported that Teri Chinn had a pre-planned vacation and was unable to attend the Board meeting. She is the Outreach Specialist for Upper Des Moines Opportunity for Clay County and has experience with outreach and fundraising. UDMO provides a food bank and provides programs like LIHEAP (energy assistance). It was moved by Jill Hawkinson and seconded by Lisa Rockhill to seat Teri Chinn on the Board for her first term.

Aye: all (the motion was declared carried.)

1.4 Appointments to Board Standing Committees & Central Services

1.4.1 Governance Committee

After a brief discussion, the members of the Governance Committee from the last fiscal year decided to serve another year (FY 26-27) on the Governance Committee. Ethan Huizenga, Linda Vaudt, Gary Caviness, Jill Hawkinson, and Lisa Rockhill.

1.4.2 Fundraising Committee

After a brief discussion, the members of the Fundraising Committee from the last fiscal year decided to serve another year (FY 26-27) on the Fundraising Committee. Casee Ross, Jill Hawkinson, Beth Will, Dank Skelton, Lionel Foster, and Sandy Olson.

1.4.3 Central Services

After a brief discussion, the members of the Central Services Board from the last fiscal year decided to serve another year (FY 26-27) on the Central Services Board. New Board member Teri Chinn was added to the current Board members. Dale Struecker, Gary Caviness, Linda Vaudt, and Crystal Meier.

It was moved by Jill Hawkinson and seconded by Ethan Huizenga to approve the members to the Standing Committees and the Central Services Board as identified in items 1.4.1 – 1.4.3.

Aye: all (the motion was declared carried.)

1.5 Governance Committee Report

1.5.1 Approval of the Ad. Council application of Catheryn Dingman, Hamilton County

The Ad. Council application of Catheryn Dingman. Hamilton County, was approved by the Governance Committee at their June 23, 2026, meeting. It was too late to add to the Board agenda for approval at the June meeting. Her application is recommended for approval.

It was moved by Lisa Rockhill and seconded by Ethan Huizenga to approve the Ad. Council application of Catheryn Dingman to begin serving on July 1, 2026.

Aye: all (the motion was declared carried.)

1.6 Appointment of Liaison from the Board to the Ad. Council

CEO Timmer stated that Linda Vaudt served as the liaison during the last fiscal year. Board member Vaudt stated that she would be willing to serve another year as the Liaison.

It was moved by Jill Hawkinson and seconded by Lisa Rockhill to approve Linda Vaudt as the Liaison from the Board to the Ad. Council

Aye: all (The motion was declared carried.)

2.0 Finance Report – Jodi Presswood, CFO

2.1 Finance Report

- HCBS and nutrition contracts have been issued and have been coming back in. Currently working on a nutrition spreadsheet where contracts are entered to track the new processes requested by ADS.
- Staff are busy completing year-end tasks.
- All forms have been updated to the new fiscal year, and staff have access to them.
- Letters have been sent to vendors to get their invoices submitted for processing. The IAFRS report will be submitted once the invoices have been received for the last fiscal year.
- Revenues and expenses are in good standing.
- The auditor will be working on the FY 25 audit starting the week following the Board meeting. All reports have been sent to the auditor.
- The new request for funding system at ADS seems to be working well. Requests are made monthly.

It was moved by Linda Vaudt and seconded by Jill Haskinson to approve the financial report as presented.

Aye: all (the motion was declared carried.)

3.0 Agency Reports

3.1 COO Report – Sandi Jackson

- HCBS service contracts – started with fewer funds than last year. Contracts go into effect as of July 1, 2026.
- Working with the finance department for grant tracking. The process is being reviewed to make sure there is accurate tracking of grant funds.

3.2 CEO Report – Stacia Timmer

- Working on RFP to be issued to auditing firms. Other AAA Directors have helped to formulate the RFP. Will get it on the website on July 15, 2026. It will be emailed out to auditing firms that have experience working with AAAs. The deadline is August 10.
- July 20, 2026, is the start date for the FY25 audit.
- HHS system alignment – working with ADS staff on map options and the financial impact report. Received worksheets from ADS requesting information on how Elderbridge is run. The large volume of information the state is requesting is due to the state by the first week of August.
- It is concerning that no dialogue is coming from the state showing concern for the consumers that the AAAs provide service for, and how this will affect them.
- AAA directors have requested a meeting with Zach Rhein, Director of ADS, to discuss the request for information from the state.

4.0 Community Relations

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

President Will reported that the Slam Dunk Fundraiser has been scheduled for March 7-14, 2027.

5.0 Coming Dates

5.1 Next Board meeting – August 11, 2026, 10:00 a.m. via Zoom

5.2 Annual Central Services meeting – August 11, 2026, 9:00 a.m. via Zoom

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

5.4 Webster County Caregiver Support Group – 3rd Wednesday of the month from 3:00 to 4:00 p.m. First Baptist Church, Fort Dodge

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 Annual Advisory Council Meeting – August 26, 2026, 9:00 a.m. via Zoom

6.0 Adjournment

6.1 Adjournment

There being no further business before the Board, it was moved by Lisa Rockhill and seconded by Ethan Huizenga that the meeting be adjourned at 11:50 a.m.

Aye: all (the motion was declared carried.)