Alcona County Commission on Aging

January 23, 2024 Regular Board Meeting

- Call to Order by President Potter at 10:05 am
- Invocation
- Pledge of Allegiance
- Roll call
    - Director Rolland Lynch - Present
    - Director Pam MacKinnon - Present
    - President Phil Potter - Present
    - Vice President Delores Schlicker - Present
    - Secretary/Treasurer Dr. Robert Turek - Present
    - Director Fairman Bockhorst - Present
    - Director Mike Szczepanowski – Absent(excused)
    - Member-at-Large Commissioner Carolyn Brummund – Present

    Also present – Executive Director Wendy Bain and eight members of the public

- Approval of Agenda
    - Motion by Schlicker, second by MacKinnon, to approve the agenda with revisions
        - Motion Passed

- Approval of Meeting Minutes
    - Motion by MacKinnon, second by Schlicker, to approve the November 28, 2023 Regular meeting minutes
        - Motion passed

- Public Comment period – No comments

- Update of the New Building Project by Developer/ Construction Manager Andy Shaw

- Update by Katlyn Franks, NEMCSA Financial Services Analyst

- Report by Commissioner Carolyn Brummund

- Executive Director's Report - Report by Executive Director Wendy Bain
    - Update of the completed FY 2023-4 Budget
    - Update on recent personnel hires
    - Update on sales of ACCOA Vehicles
    - Update on congregate and Home Delivered meals numbers as well as new activities

- Treasurer's Report
    - Motion by Lynch, second by Schlicker, to accept the Monthly Statement of Balances, subject to audit
        - Motion Passed

- Secretary's Report
    - Motion by Turek, second by MacKinnon, to ratify the December 13, 2024 Executive Committee action which states "Therefore, the ACCOA Executive Committee, via unanimous vote, authorizes the removal of Denise Trelfa from accounts held at AAA Credit Union, and authorizes the addition of Phil Potter to ACCOA financial accounts held at AAA Credit Union, Huron Community Bank and New York Life Securities."
        - Motion passed

    - Motion by Turek, second by MacKinnon, to ratify the December 27, 2024 Executive Committee action which states "Therefore, the ACCOA Executive Committee, via unanimous vote, authorizes President Phil Potter to, on behalf of the Board, sign the necessary contracts to execute the land contract sale of the Harrisville land parcels owned by the ACCOA."
        - Motion passed

    - Motion by Turek, second by Schlicker, to ratify the December 27, 2023 Executive Committee action which states "Therefore, the ACCOA Executive Committee, via unanimous vote, authorizes the removal of Denise Trelfa from the AAA Credit Union VISA account."
        - Motion passed

    - Motion by Turek, second by Schlicker, to ratify the December 27, 2023 Executive Committee action which states "Therefore, the ACCOA Executive Committee, via unanimous vote, authorizes President Phil Potter to, on behalf of the Board, sign the necessary contracts with Banner Realty Alpena to list, for the term of three months, the Lincoln Senior Center property for sale."
        - Motion passed

    - Motion by Turek, second by MacKinnon, to ratify the January 15, 2024 Executive Committee action which states "Therefore, the ACCOA Executive Committee, via unanimous vote, authorizes the removal of Stan Wojnar from ACCOA accounts held at Huron Community Bank, AAA Credit Union, and New York Life Securities."
        - Motion passed

    - Motion by Turek, second by Schlicker, to ratify the January 18, 2024 Executive Committee action which states "Therefore, the ACCOA Executive Committee, acting upon the unanimous recommendation of the Nominating Committee, appoint Mike Szczepanowski to the ACCOA Board of Directors."
        - Motion Passed

- Old Business
    - Motion by Schlicker, second by Bockhorst, to accept the terms of sale of the Harrisville land parcels of a $13,000 total purchase price with a $2,500 down payment and monthly installment payments of $298.44 for 3 years 5 months at an annual interest rate of 9%, and authorize President Phil Potter to sign and execute the required paperwork on behalf of the ACCOA to complete this land contract sale.
        - Roll Call Vote
            - Lynch – Yes
            - MacKinnon – Yes
            - Turek – Yes
            - Bockhorst – Yes
            - Schlicker – Yes
            - Potter – Yes

- Motion Passed

- Motion by MacKinnon, second by Lynch, to act upon the recommendations of the Finance Committee, to pay off the outstanding SBA loan of approximately $150,000, provided there are no pre-payment penalties.
  - Roll Call Vote
    - Bockhorst – Yes
    - Turek – Yes
    - Schlicker – Yes
    - Potter – Yes
    - MacKinnon – Yes
    - Lynch – Yes
      - Motion Passed

- Motion by Turek, second by Lynch, based upon the requirements of the closing company, to again authorize Phil Potter to sign the required documentation to complete the land contract sale of the ACCOA owned properties in Harrisville, according to the terms approved by the Board.
  - Motion Passed

- New Business
  - Motion by Lynch, second by Mackinnon, to agree to and extend the existing Senior Citizen Service Agreement with Alcona County for an addition period of twelve months, until December 31st, 2024.
    - Motion Passed

  - Motion by Turek, second by Schlicker, to accept the recommendation of the Finance Committee and approve the FY 2023-4 budget of $1,086,047.
    - Roll Call Vote
      - Lynch – Yes
      - MacKinnon – Yes
      - Potter – Yes
      - Schlicker – Yes
      - Turek – Yes
      - Bockhorst – Yes
        - Motion Passed

  - Motion by Schlicker, second by Lynch, to accept the proposed revisions of the ACCOA Bylaws, with minor changes as submitted by Commissioner Brummund and Director Bockhorst.
    - Motion Passed

  - Motion by Schlicker, second by Lynch, to accept the proposed Mission Statement to replace the existing ACCOA Mission, Vision and Action Statements.
    - Motion Passed

- Public Comment Period
  - Comments by Judy French, Lisa Turek, Patty Thomas as well as Kim Fleming, ACCOA's representative to the Region 9 Area Agency on Aging.

- Adjournment
    - Motion by MacKinnon, second by Potter, to adjourn at 11:35pm
        - Motion passed

Meeting adjourned until the 10 am February 27, 2024 Regular Board Meeting.

Dr. Robert Turek 2/28/2024

Dr. Robert Turek, Secretary/Treasurer