



Board Meeting Minutes
May 24, 2017

Members Present: Wendy Servia, Bill Forbush, Ann Lange, Darlene Huff, Jerry Broad, Mary Jo Oke, Pat Rondeau

Excused: Josh Viegelahn, Lorri Rondeau, Tim Moran

Staff Present: Annie Hepburn, Kate Straley, Mike Stauffer, Tracy Niedzwiecki, BJ Sander, Lil Johnson, Rosa Greene, Kitty Glomski, Elizabeth Cavanuagh, Brian Wozniak

Guests: Penny Anderson, Arlene Baryla, Betty Gordon, Rebecca Hawks, Nancy Houck, Jeanette Kroll, Alice Meredith, Mary Wesley, Robert Wesley, Annette Zinke, Kenneth Zinke

The meeting was called to order at 8:32 am by Wendy Servia.

Acceptance of April Board Minutes: Motion by Bill, second by Jerry, everyone supports.

Public Comment: Mary Wesley asked if we have an update on Sunset School. Anne has no new information.

Approval of Employee Handbook: Motion by Bill, second by Pat, all are in favor.

Executive Director/NPP Report:

- Luxury Event Fundraiser- \$21,099.12
- Premier Design Fundraiser- \$210.00
- Volunteer Banquet
- Sip N Shop- 17 vendors; over \$300.00
- Euchre Tournament- 64 people
- Older Americans Dinner- May 21; Jim Mott chosen Older Citizen of the year; over 60 people attended
- Current Fundraisers- Bottle Drive through May 31; Tupperware fundraiser
- Annie and BJ are working on partnering with Alzheimer's Association and Tendercare Greenview to offer dementia series; Kick off on June 24 with speakers and, "Longest Day Fundraiser"; funds go to Alzheimer's Association

- OPC grants turned in on May 1st; NEMCSA grants due June 9th
- Presque Isle Electric Grant for Boost will be announced on June 14th
- Received \$500 mini grant from United Way for How Rude program on manners
- Med Management is up and running
- Looking into new outdoor sign
- Interviewing for kitchen assistant position
- Hired Dependable Lawn Care to cut grass
- Website is being worked on
- Pat, Kitty, BJ went to Board of Education Meeting with Michelle Cornish to present on Student Gourmet; Seeds, tools have been ordered; YVC will be preparing seeds; students will be interviewed in June; Ad in newspaper for cook/teacher

Financial Report:

- Profit of \$12,411.92
- YTD \$65,023.07
- \$21,099.12 sent to Food Bank
- NEMCSA units on track
- \$200,000 Endowment Grant money kept in separate fund and will be transferred over as needed
- Budget will be built using last year's income and expenses
- Annie and Lil are contacting local CPA firms for bids for annual audit

Old Business:

- Board Staff Meeting May 12; presented new Employee Handbook; presentation by Alpena Fire Department on First Responding; Mike Stauffer received a reward for doing the Heimlich on a senior

New Business: None

Public Comment: Annie said we've been working with Don Gilmet; We had a survey done to look at the flood plains and everything looked good.

Adjournment: Motion by Anne, second by Bill, motion passed, meeting adjourned at 8:45 am

Submitted by Kate Straley

Approved as submitted: Wendy Servia, President Date: _____

Signature: _____

