

ALPENA *Senior* *Citizens* CENTER

Board Meeting Minutes  
December 21, 2017

Members Present : Ann Lange, Pat Rondeau, Lorri Rondeau, Wendy Servia, Mary Jo Oke, Tim Moran, Gerald Broad, Wendy Servia

Excused: Josh Viegelahn, Bill Forbush

Staff Present: Annie Hepburn, Joette Putkamer Mike Stauffer, BJ Sander, Cindy Josey, Brian Wozniak,

Guests: Penny Anderson, Betty Gordon, Kelly Robinette, Annette Zinke, Kenneth Zinke

The meeting was called to order at 8:35 am

Acceptance of December Board Minutes: Motion by Tim Moran second by Anne Lange.

Public Comment: None

Director/NPP Report:

- This year for open enrollment for MMAP had a savings of over \$700,000 and saw over 800 clients.
- Items for our MOW's clients: Cookies were delivered on December 11<sup>th</sup>, quilted placemats were sent out on the 13<sup>th</sup> and will be sending out snowman candy bars on the 22<sup>nd</sup>. We sent out the snowman candy bars to all HIS clients the week of the 11<sup>th</sup> and gave them out the week of the 18<sup>th</sup> for Congregate meals.
- We had a ribbon cutting on the 13<sup>th</sup> for our resource center with the chamber.
- Discussed the partnership with Mike and the Shop
- Will be starting two new support groups in January for early onset Alzheimer's and also for Grandparents and relatives raising children
- Discussed the upcoming fundraiser the Denim and Diamonds event on January 20<sup>th</sup> and that we are looking for donations for the Chinese Raffle and that the tickets are available \$30.00 each.

Financial Report:

- Reported a gain of \$4971.76 for the month ending 11/30/2017. Year to date gain of \$2175.70 compared to a gain of \$13123.96. Pat Rondeau explained that the lesser amount can be the results of three payroll periods or an increase or decrease in congregate meals and our seniors leaving for the winter.
- NEMCSA Financial Reports right on target for the 2 month of services.
- The County of Alpena's fiscal year ends December 31<sup>st</sup>. Have been reviewing expenses within each grant to get a look at where we will be with the OPC grant at year end.
- Mean counts for November Meals on Wheels 5258 average donation of .87. Congregate 1501 average donation of \$3.48. Special Events 56 for a total of 6815 meals.
- The Auditors will be presenting their findings and the year end financial at the January 11<sup>th</sup> meeting.
- The need for a new Freezer. Committee to research the cost of an outdoor freezer to meet our growing needs,
- Minimum Wage Increase will be effective January 1, 2018. Employees receiving minimum wage will be raised from \$8.90 to \$9.25. The cost of living increases were discussed.

Old Business: None

New Business: None

Public Comment: Ken and Annette Zinke wished everyone a Merry Christmas and how great the staff is.

Adjournment: Lorri Rondeau made motion to adjourn, Tim Moran second. 9:05 a.m

Submitted by Joette Putkamer

Approved as submitted: Wendy Servia, President

Date: \_\_\_\_\_

Signature: \_\_\_\_\_