



MARINETTE COUNTY ELDERLY SERVICES

515 North Hwy. 141 - P.O. Box 456
Crivitz, Wisconsin 54114-0456

Telephone 715-854-7453
800-990-4242
Fax 715-854-7472

Marinette County Committee on Aging (d.b.a. Elderly Services)

Meeting Notice and Agenda

Date: May 10, 2017 - Wednesday

Time: 9:00 a.m.

Place: Niagara Senior Café & Center
569 Washington Avenue
Niagara, WI 54151

If you are an individual who needs a special accommodation while attending the meeting as required by the "Americans with Disabilities Act", please notify the Marinette County Elderly Services Office at 715-845-7453 at least 24 hours prior to the meeting in order to make suitable arrangements.

Action, If Any Discussion

I. Open Session

1. Call meeting to order and roll call	x	x
2. Approval/Amend agenda	x	x
3. Approval of minutes	x	x
a) COA Board Meeting – March 8, 2017		
4. Nutrition Updates/Chain- Kimberly Gould, R.D. Nutrition Coordinator		x
5. Building/Construction Finalization	x	x
6. Financial Update- Jeff Churchill, Finance Coordinator		x
7. Institutional Funds-Resolution with Mutual of America	x	x
8. Line of Credit/ Stephenson National Bank, SNBT	x	x
9. Directors Report:	x	x
a) Staff Updates		
b) Open House/Cash Raffle, June 9		
c) Golf Outing Fundraiser		
d) Joint Finance Committee Hearing		
e) Correspondence		
10. Committee Reports –		x
a) ADRC – Sarah Gospodarek		
b) NAC		
11. COA Future Meeting – August 9 th , 2017		
12. Adjourn	x	x

NOTE: Agenda items may not be considered and acted upon in the order listed



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MINUTES - Committee on Aging Board Meeting – March 8, 2017 Crivitz, WI 54157

1. Open Session – Meeting called to order by Chairperson, Donna Compton. Roll Call – PRESENT: Ron Meyers, Sarah Gospodarek, and Gilbert Engel. ALSO PRESENT: Director Pam Mueller Johnson, Transportation Coordinator Mary Basak, Finance Coordinator Jeff Churchill and Office Coordinator Shelly Menger. Absent excused: Rosie Nowak, Joan Rocque and Don Phillips.
2. MOTION by Gospodarek, second by Meyers to approve the agenda as amended. Motion Carried.
3. MOTION by Meyers, second by Gospodarek to approve COA Board Meeting Minutes of February 8th, 2017. Motion Carried.
4. MOTION by Engels, second by Meyers to accept Committee Appointments. Motion Carried. Director Mueller Johnson shared a tentative list of Committee Appointments. According to our By-Laws, there has to be committees set up. There was discussion on each of these committees and which members will be on each.
5. MOTION by Engels, second by Meyers to accept the Aging Plan Assessment as amended. Motion Carried. Director Mueller Johnson stated that in order to receive State and Federal funds, we are required to do a three-year plan. Each year we need to go over how the goals are going and do an assessment. The State likes to see what is being done with the funds that we receive. There was discussion on what we accomplished in 2016.
6. Aging Plan Goals- Director Mueller Johnson read through each of the goals for the 2017 year and there was discussion on how the Agency plans to accomplish these goals.
7. Financial Reports-Budget Projection 2017-Finance Coordinator Jeff Churchill: Jeff passed out the 2016 budget report and explained how it went for the 2016 year. He stated that we had a surplus going into 2017 and that he projects more revenue during this year. He talked about how Managed Care meal reimbursement started out high but has started to decline. He also shared that there are more meals that aren't being paid for than ever. There was discussion on how to possibly do a 'Promotion to Feed the Elderly' through our Business Fundraiser, to maybe get local businesses to help pay for meals for elderly in their communities. We will look more into this.
8. MOTION by Meyers, second by Gospodarek to accept the 2017 Salary Range and a one-time four percent cash disbursement. Motion Carried. Director Mueller Johnson stated that in March, we usually look at a possible cash disbursement for staff. There was discussion and the board decided on a four percent disbursement for this year.
9. Directors Report:
 - a. Staff Updates: A new Assistant Cook was hired in Niagara. A new second driver in Marinette was also hired. Both have started and are doing well.
 - b. Cash Raffle: Mary Basak shared that the Cash Raffle will be held on June 9th, during our Open House. She passed out posters for Board members to take and distribute.

- c. Golf Outing: Mary also passed out samples of the registration and sponsorship forms for the board members. She said that the letters will go out to the public in early May.
 - d. Triple C Riders Donation: A donation letter went out to the Triple C Riders recently, asking for support once again.
 - e. Correspondence: Pam shared a nice thank you from the Crivitz Women's club, for when Pam presented to their group. She also shared a note that was in the Goodman Newsletter, about the new board member, Joan Rocque.
 - f. Committee Reports: NAC meeting will be held in April.
10. COA Future Meeting – May10th, 2017 in Niagara.
11. MOTION by Meyers, second by Compton to adjourn. Motion Carried.

Respectfully submitted by Shelly Menger for
Donna Compton, Secretary.