



MARINETTE COUNTY ELDERLY SERVICES

516 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: February 13, 2019 - Wednesday

Time: 9:30 a.m.

Place: MCES Office

516 N. Hwy 141

Crivitz, WI 54157

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.

	<u>Action, If Any</u>	<u>Discussion</u>
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 – December 12, 2018		
4. Welcome/Introductions new/prospective Board Members		x
5. Election of Officers	x	x
6. Nutrition Report- Avery Steen, Nutrition Coordinator		x
7. Elder Benefit Specialist Report – Sara Vanden Bergh		x
8. Meal Site Agreement - Peshtigo	x	x
9. Purchase of Meal Site Vehicle	x	x
10. Tri-City Area United Way	x	x
a) 2019 Grant Request		
b) Partner Aging Policy & Procedure Manual		
11. Directors Report:	x	x
a) Staff Updates		
b) Fundraisers/Donations Received		
c) Building Updates		
d) Aging Plan-Self Assessment 2018		
e) Cash Raffle – March 15th		
f) Correspondence		
12. Committee Reports		x
13. COA Future Meeting –March13, 2019		
14. 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 – December 12th, 2018 10505 Kottke Lane, Crivitz, WI 54114

1. Open Session – Meeting called to order by Chair, Ron Meyers. Roll Call – PRESENT: Debbie Baumgart, Colleen Risner, Sarah Gospodarek, Joan Rocque, Gilbert Engel and Don Phillips. ALSO PRESENT: Director Pam Mueller Johnson, Nutrition Coordinator, Avery Steen, Finance Coordinator, Jeff Churchill, Office Coordinator, Shelly Menger and Rick Downs.
2. MOTION by Rocque, second by Baumgart to approve the agenda. Motion Carried.
3. MOTION by Phillips, second by Engel to approve COA Board Meeting Minutes of November 14th, 2018. Motion Carried.
4. MOTION by Engel, second by Baumgart to accept the 2019 Niagara Meal Site contract, at the same rate. Director Mueller Johnson shared that the rates will stay the same as in 2018, for the Niagara Meal Site rent. We are still waiting to receive the contract from Peshtigo. Discussion followed. Motion Carried.
5. MOTION by Engel, second by Baumgart to approve the Title IIIB Service Proposal Contracts for 2019. There was discussion on how the money helps to support agency programs and expenses. Motion Carried.
6. Nutrition Report: Nutrition Coordinator Avery Steen shared results from recent HDM and Congregate surveys that went out to participants. The results and percentages were very positive, as were comments from the participants. Discussion followed.
7. Finance Report: Finance Coordinator Jeff Churchill shared hand outs with the members. There was discussion on comparisons between 2017 and 2018. Jeff went over each category for the board.
8. United Way Kick-off: Jeff explained how with MCES being a United Way funded agency that we are asked to help put together a campaign to encourage staff to donate to The United Way. Discussion followed.
9. Board Member
 - a) Recognitions- Director Mueller Johnson presented plaques to members, Ron Meyers and Sarah Gospodarek and thanked them for their six years of service. Each of them talked about their positive experience serving on the board and thanked everyone involved!
 - b) Vacancy Recommendations- MOTION by Baumgart, second by Rocque to accept Rick Downs as a new perspective Board Member. Director Mueller Johnson introduced Rick Downs, who is from the Amberg area and is interested in serving on the Board. The current board members also did introductions. Motion Carried.
10. Directors Report:
 - a. Staff updates- There is a part time Kitchen Assistant vacancy in Marinette.

- b. Fundraisers- Marinette's Pasty fundraiser was a success. Crivitz is currently doing a Christmas Cookie fundraiser.
- c. Caring Tree Project- The Agency is doing a Caring Tree Project for the Christmas season. Discussion on how well it is going. Gifts will be going out with the Christmas Home Delivered Meals.
- d. Intergenerational Christmas Cards- Approximately 500 Christmas cards have come into the office from local elementary children that they've made for the homebound elderly. Amazing results and hard work from the teachers and children!
- e. Correspondence- Chairperson Ron Meyers talked about senior care and that things look positive for it to be extended.

11. Committee Reports- NAC minutes are in packets.

12. Next COA meeting: February 13th, 2019, Crivitz.

13. MOTION by Gospodarek, second by Meyers to adjourn. Motion Carried.

Submitted by: Shelly Menger, Office Coordinator for Secretary/Treasurer, Debbie Baumgart