

SALINE COUNTY AGING SERVICES BOARD MEETING

Monday, August 25, 2014, at 2:00 p.m.

Saline County Extension Office

Chairperson Jackie Francis called the meeting to order. Roll call was taken. 12 members were present including Amy Hansen, Program Manager; Laura Mackeprang, Program Assistant; Denise Boyd and Trudy Kubicek, Aging Partners; and guest Josie Macias. Kathy Stokebrand moved and Dorthy Bartels seconded the motion to accept the minutes as written. Motion passed.

Birthdays and Anniversaries for September were announced.

Passing of the gavel: Amy thanked outgoing chairman, Jackie Francis, for her year chairing the board and welcomed incoming chairman, Marty Stones, who chaired the rest of the meeting.

According to the Saline County Aging Services Bylaws, a quorum is 55% of board members in attendance, and is required to allow any business to be voted on. Therefore, attendance becomes important. Since we almost did not reach a quorum, discussion of board members' standing ensued. In accordance with the bylaws, which state *"No member shall have more than three unexcused absences during a year's period. Should a member's absences exceed this, the chairperson may declare the position vacant and the Board shall notify the board of Commissioners of the same and request a new member be appointed to fill the vacancy."*

Since Pastor Travis Panning has been to only one meeting in two years, Chairman Marty Stones declared that Wilber position on the board open. Marty will send out a letter to all board members to remind them of the bylaws concerning attendance. Discussion continued regarding moving voting members, who only attend sporadically, to associate member status to allow the board to obtain voting members who are able to attend regularly. Bonnie Schoenbeck moved to table discussion on board member's standings and put it on the agenda for the next meeting. The motion was seconded by Richard Jiskra and carried.

OLD BUSINESS

Amy reported that the County Commissioners approved Lorene Horky as a Community Representative-at-large board member.

Amy reported that while at the Board of Commissioners meeting, she and the commissioners mistakenly thought that the by-law changes had already been approved. Consequently, Amy will return to the County Commissioners to ask them to approve the changes in the bylaws regarding the verbiage explaining the Budget Committee.

Amy is waiting on an estimate from Dimas Construction on the roof. She reported that when he inspected the roof, he found that the original roofers had overlapped the roof sections incorrectly, allowing for the possibility of water to seep in again. He said it can be corrected by putting down a special sheet of plastic that will seal it. He was also asked give us an estimate to replace the shake shingles on the façade with metal sheeting and a separate estimate to replace the metal sheeting on the top of the façade.

NEW BUSINESS

Budget Amendments

Amy reported that Commissioner Richard Jiskra informed her that the county commissioners wanted to know why we had \$87,888.54 left in our fund. Amy went over the budget history to explain in part why so much has accrued in our account. Richard stated that there is no question that we can keep that money.

Denise Boyd stated that we would want at least two months of operating funds on hand and three months would be better. She explained that at this time, we are fortunate to receive “advances in funding”, from Aging Partners, but she felt a rainy day fund is necessary to cover monthly operating costs in case the advance did not arrive or to cover various unexpected expenses. Aging Partners does budget for items that are never needed.

Amy listed some of the items the office needs:

- newer vehicle
- paving the back parking area. The Food Bank delivery man got his pallet jack stuck in the gravel. The SCAS staff and volunteers had to unload before he could get unstuck. This resulted in an unsafe area, as the pallet was at least six feet tall and held a few hundred pounds of food. Also, having it paved would mean less gravel loss during winter’s snow removal.
- a part time staff to help with special projects, volunteer coordination and office management, also to be a “second” to Laura if she needs to be off during a foot clinic day.
- to rework the interior to make better utilize the office space, including:
 - an ADA compliant restroom

- office walls for Amy for more privacy for clients,
- A meeting area
- A possible area to provide programming for the missing social component (i.e. meals, coffee group, card players, etc.)

Amy reported that the county commissioners commented on looking for another space for SCAS instead of putting money into a building that may not be worth it, and that they look forward to hearing SCAS board recommendations. Discussion on possible new locations ensued.

Marty suggested we set aside \$20,000.00, leaving a balance of \$67,888.54 for SCAS to use for the items they need. A motion was made by Dorthy Bartels and seconded by Carla Hubbard, authorizing Amy to amend the budget to reflect monies allowed to purchase a new vehicle and possibly revamp the building. Motion carried. Denise indicated that if Amy drew up a tentative job description for a second employee, she would assist her in refining it and in possibly hiring a new staff.

Amy asked the board how much money she could spend for various items before she needed the board's approval. Lila Pribyl moved and Kathy Stokebrand seconded the motion to set the spending limit at \$1,000.00. Motion carried.

PROGRAM MANAGERS REPORT

Four more sets of FMC were received and given to participants on the waiting list.

Amy gave a presentation on laughter yoga at the DeWitt Senior Center.

The Food Bank of Lincoln inspected the food pantry. They were pleased that we were allowing clients to shop. The pantry passed their inspection with flying colors.

In September Amy will attend an Aging Partners quarterly training day then a two day NASC meeting, both in Lincoln.

She will be giving a power point presentation to Saline County employees on retiring and Medicare.

COMMITTEE REPORTS

Areawide council report:

Kathy Stokebrand thanked Amy for standing in for her at the last meeting in DeWitt. The next meeting will be in September.

AARP--no report

Budget committee--no report

PARTNER REPORTS

DeWitt Senior Center:

Kathy Stokebrand reported on the DeWitt Senior Center in Bev Plihal's absence. The numbers were down a little because of summer. The adult swim exercise classes were very successful at the DeWitt pool. Tai chi is still going on. Decorative bricks and wreaths were sold during Czech Days at the SCAS booth.

Saline County Area Transit (SCAT):

Dorothy Bartels reported for Scott Bartels on SCAT. They have started the ground work for SCAT's new building. Ridership is up, mostly due to Crete's participation.

Kathy Stokebrand moved to adjourn the meeting. The next meeting will be September 22 at the County Extension office at 2 pm with Tobias hosting.

Respectfully submitted,

Laura Mackeprang,
SCAS Program Assistant