

Senior Services of Van Buren County
Board of Director's Meeting, August 16, 2023
South Haven Senior Center

1. Call to Order & Introductions: Chair Olney called the meeting to order at 4:07 pm.
Members present: Abshagen, Paul, Olney, Muenzer, Bitely, Rendell, Curtis, Tibbs, Brown and Kiry
Members Absent: Hoover (excused)
Also Present: Director Diane Rigozzi

2. Public Comments: None

3. Approval of Agenda/Additions/Deletions: Paul asked for an addition to agenda, of a closed session for personnel which was added to 8b. Moved by Tibbs and seconded by Muenzer.

4. Chair Comments: None

5. Monthly Reports

- a. Acceptance of Finance Report:** The July 2023 budget numbers were studied with assistance from Treasurer Abshagen. It was noted that the Hawaii trip was bringing in extra money, the report was moved by Paul and seconded by Curtis. All in favor.
- b. Acceptance of Minutes:** Bitely moved with support from Abshagen that the minutes from the July meeting be approved as submitted. All in unanimous agreement.

6. Old Business

- a. Building Report:** Roofing is still on track to be started in August. The re-pavement of the parking lot was completed, and all agreed it looked good and that the additional handicap spots were a good idea.
- b. 2023 Revised Budget:** Rigozzi questioned whether there should be a revised budget since it would be closer to the end of the year before approved. All agreed that there should be a revised budget and Rigozzi would send it to the board to be approved at the next meeting.

7. New Business

- a. Strategic Plan:** Rigozzi stated that a grant was being submitted to pay for a professional strategic plan to begin in 2024. The question was raised if we do not receive funding for the strategic plan should we attempt it on our own or should we just pay for it ourselves? The cost was between \$16,000 – \$20,000. It was decided that we should use a professional either way.

8. Committee Reports

- a. Director's Report:** Reported that we received \$300 from a New Holland Distillery fundraiser. Upcoming activities include a dance fundraiser, several trips, the annual staff retreat will be the week of September 25-29, the RSVP volunteer appreciation luncheon will be held on Oct. 6, 23. Personnel changes include 2 Cooks gone, one for surgery and the other left for a different position. One new cook was hired as well as a new Care Coordinator. Covert should be opening by the end of September.
- b. Executive Committee:** The meeting went into closed session.
- c. Finance Committee:** Budget discussion earlier, nothing additional.
- d. Fundraising Committee:** No report
- e. Personnel Committee:** No report.

f. Program/Services Committee: No report.

g. Nominating Committee: No report.

h. Transportation Committee: Curtis reported that transit would possibly be looking into a larger coach type bus.

9. Township Reports: The last luncheon held in **Columbia Township** had approximately 30 in attendance. **Decatur Township** served 25-30 at their last luncheon. **Geneva Township**, all good with our services. **Covert Township's** senior activity building was moving along with possible opening in September or October. The merging of the current parking lot with the museum and the library is also being done. There will be a pancake breakfast at the fire hall and Senior Services are invited to attend. **Porter Township** luncheon attendance was good but there was not much participation after lunch. **Bangor City's** luncheons are held steady at 15-20 per time. **Bangor Township** no report. **Hartford** is going well, and they are starting to do some crafts.

10. Adjournment: Motion to adjourn made by Abshagen and supported by Muenzer. All voted in the affirmative. Meeting adjourned at 5:34 pm.

Respectfully Submitted,

Karen Kiry, Acting Secretary

Clare Olney, Chair