

# Negaunee Senior Citizens Center

Negaunee Commission on Aging  
410 Jackson Street  
Negaunee, MI 49866

seniorcenter@cityofnegaunee.com  
(906)475-6266  
(906)475-6291

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## MINUTES

Negaunee Commission on Aging  
Regular Meeting • February 5, 2015

**Members Present:** Larry Dillman, Jake Holappa, Joy Holman, Joel Jarvi, Lee Johnson, Ernie LaJoie and Mary Parkkonen

**Members Absent:** Debbie Filizetti, Earl Pleau

**Others Present:** Kristy Basolo-Malmsten, center director  
Linday Juricek, social worker  
Jeffrey Thornton, city manager  
Nick Visser, Negaunee Cable

- I. Call to Order—The meeting was called to order at 1:02 p.m. by chairperson Jake Holappa.
- II. Approval of Agenda—Joel Jarvi made a motion to approve the agenda as presented; Joy Holman seconded the motion, and it passed unanimously.
- III. Approval of Minutes—Joy Holman made a motion to approve the minutes of January 2015 as presented. Mary Parkkonen seconded the motion, and it passed unanimously.
- IV. Public Comment—Nick Visser spoke about donating a computer lab to the senior center, including four Apple desktop computers and ergonomic chairs and table from the Negaunee Cable Company. He also wanted to come once a month to give presentations about flat TV technology, bill pay online, or other technology-type topics. He said the lab would need to be permanent. He also said he wanted to know more about the center's wish list and what was on it.
- V. Financial Reports
  - A. Approval of Bills—Joy Holman made a motion to approve the bills, pending satisfactory financial reports from the city indicating we have enough liquid cash; Ernie LaJoie seconded the motion, and it passed unanimously.
  - B. Finances by Program—The board accepted this report for its files.
  - C. Programmatic Report—The board accepted this report for its files.
  - D. Finances from the City—No financials were provided.
  - E. 2014 Final Budget Numbers—No reports were provided.

*Approved 3/5/15*

- VI. Unfinished Business
  - A. Divider Curtain Update—Kristy noted the divider curtains had been ordered and installation should begin in mid- to late-March.
  
- VII. New Business
  - A. Coffee Prices—The board discussed changing the coffee prices back to \$1. Lee Johnson made a motion to keep the price at \$1.25. Mary Parkkonen seconded the motion, and it passed unanimously.
  - B. Annual Report—The board wanted to revisit this again next month.
  - C. Laptop Donations—Kristy reported that a senior who wishes to remain anonymous donated three laptops for the hot spot. One is even being used for testing.
  - D. Policy Revision
    - 1. Bed Bug Policy—The board discussed the policy extensively. They would like to revisit this policy next month. Lee Johnson made a motion to approve the policy temporarily, with revisions to come next month. Larry seconded the motion, and it passed unanimously.
    - 2. Universal Precautions—Joy Holman made a motion to approve the policy, with the addition of the recommended hand-washing time. Lee Johnson seconded the motion, and it passed unanimously.
  - E. Insulation Situation—Joy Holman made a motion to update the insulation in the building, accepting Stonehouse’s bid. Lee Johnson seconded the motion, and it passed unanimously.
  
- VIII. Correspondence & Personnel
  - A. Secretary search—Kristy noted that the center is still seeking applicants for the secretary/receptionist position, and will be testing some more applicants this week.
  - B. MMAP contract—Joel Jarvi made a motion to authorize the director to sign the contract with UPCAP to receive MMAP dollars and keep an employee as a counselor. Mary Parkkonen seconded the motion, and it passed unanimously.
  
- IX. Upcoming Events & Fundraisers
  - A. Krispy Kreme Sale—Kristy talked about the Krispy Kreme sale going on, and the delivery date of February 13.
  
- X. Public Comment—None.
  
- XI. Board Member Comment—None.
  
- XII. Adjournment—Ernie LaJoie made a motion to adjourn at 1:59 p.m. Joel Jarvi seconded the motion, and it passed unanimously.