

# Negaunee Senior Citizens Center

Negaunee Commission on Aging  
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## MINUTES

Negaunee Commission on Aging  
Regular Meeting • November 5, 2015

**Members Present:** Larry Dillman, Debbie Filizetti, Joy Holman, Lee Johnson, Ernie LaJoie,  
Mary Parkkonen, Earl Pleau and Al Rautio

**Members Absent:** Kate Peterson

**Others Present:** Kristy Basolo-Malmsten, center director

- I. Call to Order—The meeting was called to order at 1:01 p.m. by chairperson Joy Holman.
- II. Approval of Agenda—Debbie Filizetti made a motion to approve the agenda as amended, adding discussion of the Aging Services Visit under “New Business”; Larry Dillman seconded the motion, and it passed unanimously.
- III. Approval of Minutes—Earl Pleau made a motion to approve the agenda as presented; Larry Dillman seconded the motion, and it passed unanimously.
- IV. Public Comment—None.
- V. Financial Reports
  - A. Financial documents from the City—The board accepted this report for its files, noting that there were several things that were not up-to-date.
    1. Third quarter budget adjustments—The board decided to wait for the final numbers to do this.
    2. Decision for heating unit—The board decided to wait to see the December financial reports to determine this.
  - B. Approval of Bills—Earl Pleau made a motion to approve the bills as presented; Mary Parkkonen seconded the motion, and it passed unanimously.
  - C. Finances by Program—The board accepted this report for its files.
  - D. Programmatic Report—The board accepted this report for its files.
- VI. Unfinished Business
  - A. Fulltime personnel policy: health insurance section—The board discussed whether or not to adjust to policy to include ramifications for an employee who does not pay their health insurance premium on time. It decided the payments should be turned into the director to be walked over to city hall, and that if any problems arise, she will bring them to the board.

*Approved 12/1/15*

- B. Gutter install—Kristy said the installation is complete and they appear to be working well.
- VII. New Business
- A. Trawick Rental—Debbie Filizetti made a motion to charge \$35 per rental day. Mary Parkkonen seconded the motion, and it passed unanimously.
  - B. Aging Services Visit—Kristy noted that the county aging services board will be visiting at 10:30 a.m. on December 1. She suggested moving the NCOA meeting to after that meeting so the board doesn't have to come in twice. The board is invited to attend the Aging Services visit. The board decided to have its meeting at noon, or whenever the visit is done if it's later.
- VIII. Correspondence & Personnel
- A. Hiring: Choreworker—Kristy noted there are two applicants for this position, which will be interviewed next week.
  - B. Hiring: Part-time secretary and/or outreach worker—This position has been advertised and the staff will look at the quality of the applicants to decide which position to hire for first, or if someone has skills to help with both.
- IX. Upcoming Events & Fundraisers
- A. Days of Energy Savings—Efficiency United will be at the center on November 11 and 12 offering energy savings equipment to the public.
  - B. Deluxe Turkey Dinner—Kristy asked the board to share the dinner date of November 25 with anyone who may not have a place to go for the holidays.
  - C. Holiday Dinner discussion—Kristy asked the board about scaling back the dinner this year due to having less staff available to help. They agreed that the staff can only do what they can. She also noted the entertainment will be scaled back as the school is off on the holiday dinner date, so the elementary chorus cannot perform.
- X. Public Comment—None.
- XI. Board Member Comment—Debbie Filizetti noted that her term was up, but she turned her renewal paperwork in. The board discussed the terms and who was returning. Larry Dillman noted that Olivia Stanaway did a great job of running the show while Kristy was in Ireland. Joy said she will write a note to Olivia thanking her.
- XII. Adjournment—Ernie LaJoie made a motion to adjourn at 1:35 p.m. Earl Pleau seconded the motion, and it passed unanimously.