

Negaunee Senior Citizens Center

Negaunee Commission on Aging
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MINUTES

Negaunee Commission on Aging
Regular Meeting • February 14, 2017

Members Present: Larry Dillman, Debbie Filizetti, Joy Holman, Grace Jalonen, Lee Johnson, Ernest LaJoie and Al Rautio

Members Absent: Charlene Nerone and Kate Peterson

Others Present: Kristy Basolo-Malmsten, center director, city manager Jeff Thornton and city clerk Judy Iwanski

- I. Call to Order—The meeting was called to order at 2:01 p.m. by chairperson Joy Holman.
- II. Approval of Agenda—Larry Dillman made a motion to approve the agenda as presented. Debbie Filizetti seconded the motion, and it passed unanimously.
- III. Approval of Minutes—Grace Jalonen made a motion to approve the minutes of January 2017 as presented. Larry Dillman seconded the motion, and it passed unanimously.
- IV. Public Comment—None.
- V. Financial Reports
 - A. 2016 budget discussion—Jeff Thornton responded to the memo sent by the board. He talked about the history of the NCOA, and noted that they are more of an advisory board now and don't need to approve bills or oversee the budget as closely as they are. The group had an extensive discussion of the 2016 budget deficit and the potential reasons. Jeff said the senior center has been just a department of the city for the last ten years or so when operation were taken over in 2007, and that the Negaunee Commission on Aging can continue to give input for programming, large expenditures and other things, but does not have to be worried about the current financials. He also noted that any hiring should be done through him, employment applications need to be directed to the city and personnel policies of the city need to be abided by. Kristy Malmsten asked about a timeline for sitting down and figuring out the logistics of fulfilling the center's duty to its funding agencies and entities as well as adhering to the city charter. She specifically cited state and county auditing of employee files, and getting required financial reports in a timely manner for grants and other funding sources. Discussion took place of how fundraising and union vs. non-union employees factor into these situations.

Approved 3/2/17

- B. Approval of Bills—Debbie Filizetti made a motion to approve the bills as presented; Al Rautio 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—None
- VII. New Business
- A. Social Worker resignation—The letter of resignation was provided to the board, and Kristy explained the personnel committee had already met and agreed to post the job. She is in the process of gathering applications.
 - B. Support Group Facilitator Training—Kristy asked for permission to send the new social worker to Parkinsons Support Group Facilitator training either in Michigan or Wisconsin. Debbie Filizetti made a motion to approve travel expenses up to \$200 to send the new social worker to Parkinsons support group training. Larry Dillman seconded the motion, and it passed unanimously.
 - C. Bylaws—Jeff Thornton said he would provide a copy of his edits of the board’s bylaws to be discussed at the next meeting. He said he looked them over to make sure they did not violate the city charter.
 - D. Mileage rate—Kristy asked Jeff Thornton if the senior center was required to pay the state rate for mileage as the other departments do and he said yes. The current rate is .535.
- VIII. Correspondence & Personnel—None.
- IX. Upcoming Events & Fundraisers
- A. Sweetheart Dance—Kristy noted that the staff and some seniors requested that the center host dances again, so they are giving it a try to see how it goes.
 - B. Tax Appointments—Kristy noted the tax appointments are all filled for February and March and was grateful for the volunteers who make this happen through AARP.
- X. Public Comment—None.
- XI. Board Member Comment—None.
- XII. Adjournment—Ernie LaJoie made a motion to adjourn at 3:30 p.m. Al Rautio seconded the motion, and it passed unanimously.