

# Negaunee Senior Citizens Center

Negaunee Commission on Aging  
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Negaunee, MI 49866

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## MINUTES

Negaunee Commission on Aging  
Regular Meeting • April 3, 2019

**Members Present:** Larry Dillman, Debbie Filizetti, Joy Holman, Lee Johnson, Charlene Nerone and Kate Peterson

**Members Absent:** Al Rautio

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

- I. Call to Order—The meeting was called to order at 1:00 p.m. by chairperson Larry Dillman.
- II. Approval of Agenda—Joy Holman made a motion to approve the agenda as presented. Debbie Filizetti seconded the motion, and it passed unanimously.
- III. Approval of Minutes—Joy Holman made a motion to approve the minutes of March 2019 as presented. Kate Peterson seconded the motion, and it passed unanimously.
- IV. Public Comment—None.
- V. Financial Reports
  - A. Monthly Financials from City—The board accepted this report for its files.
  - B. Approval of Bills— Lee Johnson made a motion to approve the bills as presented; Debbie Filizetti seconded the motion, and it passed unanimously.
  - C. Finances by Program—The board accepted this report for its files.
  - D. Programmatic Report—Kristy noted these statistics will now be in the administrative assistant's report, rather than separate.
- VI. Unfinished Business
  - A. CIP committee/MEDC grant—Kristy reported that all information was submitted to the MEDC for consideration, and we should have notification about proceeding to the next phase prior to next month's meeting.
  - B. Board size discussion—The board revisited its membership size and discussed the merits of fewer board members. Joy Holman said comparatively to other board, she did not see the need for nine. The group also discussed the bylaws and how they would have to be updated, and Kristy mentioned that the Charter/ordinances regarding the board would also have to be updated by council.

*Approved 5/2/19*

Joy Holman made a motion to send a recommendation to the city council to reduce the Negaunee Commission on Aging membership from nine to seven. Kate Peterson seconded the motion, and it passed unanimously.

VII. New Business

- A. Lateral file replacement—Kristy said one of the locking file drawers in the service coordinator’s office is falling apart and needs to be replaced, and provided quotes from different vendors.

Debbie Filizettis made a motion to choose the Uline file cabinet with hopes of better quality than the last one. Charlene Nerone seconded the motion, and it passed unanimously.

- B. Rental—Debbie Filizetti made a motion to rent the facility to Janice Chittle for \$150 for the two-day event. Kate Peterson seconded the motion, and it passed unanimously.

VIII. Correspondence & Personnel

- A. Director’s Report—Kristy explained the director’s report and noted she’d like to continue providing this monthly. Several board members indicated they found it helpful.

- B. Admin’s Report—Kristy said Administrative Assistant Olivia Pirhonen will be presenting this monthly to encompass some of the programmatic numbers and other tracking information that is affecting grant and millage dollars.

IX. Public Comment—None.

- X. Board Member Comment—Kristy noted that vandals had painted graffiti on the dumpster and utility box on the side of the building in the last week.

- XI. Adjournment—Lee Johnson made a motion to adjourn at 1:28 p.m. Charlene Nerone seconded the motion, and it passed unanimously.

Prepared and respectfully submitted by Kristy Basolo-Malmsten, recording secretary

Approved by the Negaunee Commission on Aging

*Approved 5/2/19*