



Commission on Aging

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***DRAFT MEETING MINUTES  
BOARD OF DIRECTORS MEETING  
September 18th, at 1:00pm***

Call Meeting to Order: Roberta Kary – Chairperson @ 1:00 pm

Pledge of Allegiance

Roll Call: **ALL IN ATTENDANCE**

- Roberta Kary – Chair
- Peggy Poynter – Vice Chair
- Phyllis Piotrowski - Treasurer
- Chuck Corwin-Secretary
- Steve Perialas
- Kim Warner
- Kimberly Daniels
- Marc Milburn

Intro of Guests: Kathy Jernigan, St Helen Center Representative until 12/31/2024  
**SWORN IN AS ST. HELEN CENTER REPRESENTATIVE**

**Chairperson statement to Kim Warner – Please accept our deepest condolences**

Excused Absence: **N/A**

Executive Director: **IN ATTENDANCE**

Reading of Mission Statement:

The purpose of the Roscommon County Commission on Aging is to promote the welfare, independence, safety, and health of our senior citizens through various programs

Approval of Agenda:

Motion by: **Steve Perialas**

Second by: **Kim Warner**

Approval: **ALL IN FAVOR**

Approval of Consent Agenda:

- Minutes-Board Meeting, August 21, 2024
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Kimberly Daniels**

Second by: **Marc Milburn**

Approval: **ALL IN FAVOR**

Public Comment: *(please limit your comments to not more than 3 minutes)*

**Emil Bellenbaum – statement regarding carry out meals and director**

Director's Report:

- **Special thanks to VFW 4034 for the new flag**
- **Special thanks to all employees, volunteers, and Music in the Air for the beautiful Memorial Service honoring those who have passed within the past year**
- **Serenity Day Lodge is in the final stages of credentialing for the Veterans Affairs respite program**
- **Serenity Day Lodge submitted grants to NEMCSA for Caregivers**
- **NEMCSA Awarded \$52,588 for Kinship, Serenity Day Lodge, and Respite**
- **Houghton Lake roof repair is complete**
- **Houghton Lake one hot water tank repaired, and one replaced**
- **Senior Expo at the Northern Center this afternoon**

Controller Report: Tracy Baker

- **Investment and Interest income \$28,918.99**
- **Roscommon County Millage Final Payment of \$13,210.01**
- **Agency Insurance renewal up 23.4% from last year – agent is looking into a reduction**
  - **Suggested by Roberta Kary to obtain a quote from CAB in St. Helen and by Chuck Corwin to obtain a quote from Michigan Association of Senior Centers**
- **Cash Flow Projection is stable**
- **Reviewed meal, in-home service units, and Serenity Day Lodge units**
- **Agency is operating within budget parameters**

**Old Business:**

- Lease agreement for Annex – **Roberta Kary stated United Way of Roscommon County has decided against leasing the Annex.**

**MOTION TO DIRECT THE DIRECTOR TO RESEARCH OTHER AVENUES FOR LEASING OF THE ANNEX AND PURSUE PROPOSALS FROM COMMERCIAL REALTORS REGARDING LISTING THE ANNEX FOR LEASE.**

**First:** Kathy Jernigan

**Second:** Kimberly Daniels

**Roll Call:** Kim Warner – YES  
Marc Milburn – YES  
Steve Perialas - YES  
Phyllis Piotrowski – YES  
Peggy Poynter - YES  
Chuck Corwin – YES  
Kimberly Daniels – YES  
Roberta Kary – YES  
Kathy Jernigan - YES

**MOTION PASSED**

**New Business:**

- Approve motion for 2024-2025 Fiscal Budget as presented – **by the Finance Committee at the August 21, 2024, board meeting.**

**Roll Call:** Kim Warner – YES  
Marc Milburn – YES  
Steve Perialas - YES  
Phyllis Piotrowski – YES  
Peggy Poynter - YES  
Chuck Corwin – YES  
Kimberly Daniels – YES  
Roberta Kary – YES  
Kathy Jernigan - YES

**MOTION PASSED**

- Personnel Committee to present draft “tool” for Director’s 1 year evaluation  
**Discussion – include positive, negative, suggestions, and detailed comments**

**Director’s 1-year evaluations from the board are due to Personnel Committee Chairperson, Chuck Corwin, no later than 5:00 pm Monday, September 23, 2024**

**Director is not available to review the evaluation on October 16, 2024, and requested the review take place during closed session**

- Administration Building Roof Quotes  
**(3) Roof replacement bids received and reviewed**

MOTION TO AWARD BID TO R-FACTOR OF THE NORTH

**First:** Steve Perialas

**Second:** Kimberly Daniels

**Roll Call:** Steve Perialas – YES  
Marc Milburn – NO  
Phyllis Piotrowski – YES  
Peggy Poynter - YES  
Chuck Corwin – YES  
Kimberly Daniels – YES  
Kathy Jernigan – NO

**MOTION PASSED**

**County Commissioner's Report:** Marc Milburn – **Attended the wonderful Memorial Service**

**Region 9 Advisory Committee Report:** Chuck Corwin – **No meeting held in August. Next meeting on November 23, 2024, in Alpena**

**Senior Center Reports:**

Houghton Lake: (Phyllis Piotrowski)

- **Nominations from the Advisory Board will take place at the October Advisory Board Meeting**
- **Memorial Plaque is displayed**
- **Memorial Service was beautiful**

Roscommon: (Peggy Poynter)

- **Nominations from the Advisory Board will take place at the October Advisory Board Meeting**
- **Memorial Plaque is displayed**
- **Memorial Service was beautiful**

St. Helen: (Kathy Jernigan)

- **Guest Day had a good turnout**
- **Football Friday was fun**
- **Folks are socializing more, playing cards, bunco, etc. throughout the day**
- **October 2, 2024 "Coffee with a Cop"**

**Public Comment:** *(please limit your comments to not more than 3 minutes)*

**Emil Bellenbaum**

- Statement regarding the Mushroom House trip, its expenses, and his FOIA request
- Statement regarding the County Contract relationship and responsibilities of the COA

**Board/Director Comments:**

**Steve Perialas – will not be seeking a reappointment due to personal reasons. Thanked the board.**

**Chuck Corwin comment – Asked Emil Bellenbaum if he is intentionally misquoting statements of the board. Emil Bellenbaum stated, “yes he does, at times”. Chuck stressed the importance of representing only the truth.**

**Kimberly Daniels comment - Clarified the vote regarding Carry-Out Meals Motion from August 21, 2024, board meeting and the reason for not continuing Carry-Out Meals. Asked Emil Bellenbaum to “stop saying the board is lying as it is misleading and wrong”.**

**Adjournment: @ 2:54 pm**

**Motion by: Steve Perialas**

**Second by: Peggy Poynter**

**Approval: ALL IN FAVOR**