

Central Missouri Area Agency on Aging  
Board of Directors Meeting  
July 08, 2008

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**Board Members Present:**

James Kitterman	Camden	Harold (Gene) Maier	Cooper
Charlotte Medley	Laclede	Debra Miller	Howard
Lorraine Dowler	Miller	James Canter	Moniteau
Bob Raines	Morgan	Elinor Snelson	Crawford
Paul Beydler	Pulaski	James Boulware	Dent
Harold Enslin	Audrain	Robert Niebruegge	Gasconade
Mack Brushwood	Boone	Melanie Yoakum	Maries
Dorothy Tesson	Callaway	Jim Weaver	Washington
Pat Donehue	Cole		
Pauline O'Hanlon	Cole		

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**Staff Present:**

Jean Leonatti                      Sharon McCleery

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President Jim Boulware called the meeting to order at 10:30 a.m. Roll call was taken and a quorum was present. It was announced that August Garver had recent heart surgery.

James Canter moved, seconded by Jim Weaver, to approve the agenda. Motion passed.

Jim Weaver moved, seconded by James Canter, to approve the April 8, 2008 Board of Directors Meeting minutes. Lorraine Dowler moved, seconded by James Canter the June 24, 2008 Executive Committee Minutes be approved as written. Motion passed.

Unfinished Business

1. Suggested Meal Contribution Rate

After a short discussion on this subject, James Weaver moved that this subject be tabled until the first three items on the agenda were presented. Lorraine Dowler seconded the motion. Motion passed.

New Business

1. Presentation: Intrastate Funding Formula

Jean Leonatti offered a Power-Point presentation to explain the complicated distribution of Older Americans Act funds in Missouri and the current process of changing the Intrastate Funding Formula. Discussion followed.

2. Presentation: Where's the Money

Jean Leonatti offered a Power-Point presentation on the difficulty of being able to set a budget with the ever-changing revenue estimates, problems to be addressed because of the changes and future recommendations. Discussion followed.

3. Funding Recommendations

Jim Weaver moved the board approve the funding recommendations for the FY09 unbudgeted funds as contained in the July Board Packet. Bob Raines seconded the motion. Those recommendations included:

- \$12,000 is restricted to disaster response and will be held in a Disaster Contingency Fund
- \$28,428 is restricted to Health Promotion activities and shall be used to re-establish the Foot Care Clinics
- \$5,330 is restricted to Medication Management and shall be used internally to reimburse the costs of Care Coordinators providing assistance with Medicare Part D
- \$33,386 shall be added back into the Cash Reserve fund
- \$100,000 will be distributed to Senior Center budgets based on number of meals served in FY08

4. Suggested Meal Contribution

Jim Weaver moved the Suggested Meal Contribution be increased to \$3.00. Charlotte Medley seconded the motion. The motion passed with a count of 10 ayes and 6 nays. Jim Weaver also moved the \$3.00 Suggested Meal Contribution be instituted after all FY08 fiscal information is in and the cost of the guest contributions be evaluated and changed, resulting in one signage change. James Canter seconded the motion. Motion passed. It is anticipated the new suggested meal contribution would go into effect sometime around September.

5. Appointments to Vacancies

The Rolla Nutrition Site Council has recommended August Garver return to serve as the CMAAA Board Member from Phelps County for one year as there were no volunteers to run for election from that county. The St James Golden Age Center has recommended Carolyn Hughes serve as CMAAA Advisory Council Member from Phelps County. Jim Weaver moved to accept both recommendations. James Canter seconded the motion; motion passed.

6. Alcohol and Drug Abuse Policy

A revised employee Alcohol and Drug Abuse Policy was presented to the board for their approval. The updated policy has additional inclusions that protect CMAAA's liability, i.e., provides an employee must submit to a drug/controlled substance test should that employee experience an on-the-job accident/injury; and any off-the-job illegal drug activity can lead to disciplinary and/or termination measures. Jim Weaver moved to accept the Alcohol and Drug Abuse Policy with the revised changes. Robert Niebruegge seconded the motion. Motion passed.

An Alcohol and Drug Abuse Policy for CMAAA Volunteers was presented to the board for their comments/suggestions. Jim Weaver moved to take no action on this policy at this time. Bob Raines seconded the motion. Motion passed

7. Report on Executive Director's Annual Evaluation

Jim Boulware reported that a Level 5 annual performance rating has been given to the Executive Director by the Executive Committee. A longevity and merit raise commiserate with that rating was authorized. The Committee was very complimentary of Jean's work during the past year. Jean thanked the Board for their continued confidence in her and commented that her job is made easier because of all the hard-working staff that surround her.

8 Director's Report

a) Distribution of state monitoring report (handout)

This is a summary of the state's monitoring of the agency including issues, findings, recommendations and action/follow-ups.

b) Information on potential under-serving counties for FY08 (handout)

This is a preliminary chart representing Distribution of Meal Funding and Target Meal Numbers for FY09. Once all the numbers are in from the senior centers, these figures will change.

c) National Association of Area Agencies on Aging (N4A) publicity on escalating costs for senior programs (handout)

There is a national publicity drive by the N4A, hopefully to encourage Congress to provide more funding to the Area Agencies on Aging due to rising costs of commodities, fuel, etc.

d) Jean advised the Board of the efforts the agency is taking to conserve mileage costs.

e) National Association of Area Agencies on Aging (N4A) update on federal budget process (handout)

The House and Senate Appropriations bills have increased fundings for some of the sections of the Older Americans Act. These will probably not be finalized until after the national elections.

f) Missouri Alliance of Area Agencies on Aging legislative priorities for FY10 (handout)

Jean shared with the board the three legislative priorities of MA4 for FY10.

g) FY09 Board listing (handout)

h) 5<sup>th</sup> Annual Show-me Summit Conference on Aging and Health, October 27-29, 2008, Columbia, Missouri (handout)

All Board Members are invited to attend. CMAAA will pay the registration fee.

i) A Thank You Card received from Darlene Johnson for flowers sent to the services for Robert Johnson was shared with the Board.

9. Seating of Newly Elected Board Members

James Kitterman from Camden County and Patrice Donehue from Cole County were introduced and seated as the newly elected Board members. James Canter from Moniteau County, Bob Raines from Morgan County, Paul Beydler from Pulaski County, and James Weaver from Washington County were re-elected to serve another three-year term.

10. Report of the Nominating Committee

The Nominating Committee proposed the following slate of officers for FY09:

President – James Canter ( Mid-Missouri Region)

First Vice President – Lorraine Dowler (Lake Ozark Region)

Second Vice President – Elinor Snelson (Meramac Region)

There were no nominations from the floor. Harold Enslen moved, seconded by Charlotte Medley, that nominations cease. Motion Passed

11. Election of Officers for FY09

Harold Enslen moved, seconded by Bob Raines, that the nominees, James Canter, Lorraine Dowler and Elinor Snelson be elected by acclamation. Motion passed.

12. Election of Regional Representatives to Executive Committee:

Bob Raines was elected by the Lake Ozark Region, and Harold Enslen was elected by the Mid-Missouri Region to serve as additional members of the Executive Committee. James Boulware from the Meremac Region will serve on the committee as the Immediate Past President.

James Boulware, James Canter, Lorraine Dowler, Jim Weaver, Paul Beydler and Gene Maier were presented with gifts of appreciation for serving as Executive Committee for FY08.

Pauline O’Hanlon was presented a gift of appreciation for serving on the Board of Directors. Pauline has been a Board Member since July, 1993

The meeting adjourned at 12:30p.