

Central Missouri Area Agency on Aging  
Board of Directors Meeting  
June 9, 2009

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**Board Members Present:**

|                  |         |                   |           |
|------------------|---------|-------------------|-----------|
| James Kitterman  | Camden  | Mack Brushwood    | Boone     |
| Charlotte Medley | Laclede | Pat Donehue       | Cole      |
| Ken Helton       | Laclede | James Canter      | Moniteau  |
| Lorraine Dowler  | Miller  | Elinor Snelson    | Crawford  |
| Paul Beydler     | Pulaski | James Boulware    | Dent      |
| Harold Enslin    | Audrain | Robert Niebruegge | Gasconade |
| Fred West        | Audrain | Melanie Yoakum    | Maries    |
|                  |         | Maxine Palmer     | Phelps    |

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**Staff Present:**

|               |                 |             |                 |
|---------------|-----------------|-------------|-----------------|
| Jean Leonatti | Leilani LaCasse | Nancy Welty | Sharon McCleery |
|---------------|-----------------|-------------|-----------------|

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President James Canter called the meeting to order at 10:30 a.m. Roll call was taken and a quorum was present. Harold Maier, Debra Miller and Dorothy Helmig had given notification they would be unable to attend. Incoming Board Members Fred West, Maxine Palmer and Kenneth Helton were unofficially recognized by President Canter.

Mack Brushwood moved, seconded by Lorraine Dowler, to approve the agenda. Motion passed.

Lorraine Dowler moved, seconded by Charlotte Medley, to approve the May 12, 2009 minutes as printed. Motion passed.

**Unfinished Business**

1. Camden County Situation

Staff and President Canter updated the Board on the Camden County Situation and recommended the 90-day extension of the current Letter of Agreement requested by the Camden County Senior Citizen Association not be accepted. Paul Beydler moved to deny the 90-day extension. Pat Donehue seconded the motion. Motion passed unanimously. Staff assured the Board that contingency plans guarantee home-delivered meals will be continued to Camden County home bound residents.

Jim Boulware moved to amend the motion to deny the 90-day extension to include proceeding with a search for an alternative location for a Camden County Senior Center. Lorraine Dowler seconded the motion. Motion carried unanimously.

The Care Coordinator's office located in the Camdenton Senior Center will have to be relocated, as the Letter of Agreement for that office, due by May 13, 2009, was not received at the central office.

2. Follow-up on FY10 Respite Vendor Responses

Missouri Home Care, NECAC, Oxford Health Care and Pyramid/TriCounty Group XV submitted favorable responses to specified questions. HomeCare of Mid-Missouri (HCMM)

provided financial statements as requested. Staff determined to continue the contract with HCMM as this service provider serves only one CMAAA client. Should HCMM falter financially, other providers are available for the client. Staff is addressing the one remaining issue for Services for Independent Living.

## **New Business**

### **1. Process for CEO Annual Appraisal**

To prevent any inconsistencies with Form 990 requirements and, in turn, be in compliance with the new Board By-Laws, two possibilities are available for the annual appraisal of the Chief Executive Officer; a two-step process and a three-step process. This information was distributed previous to the Board Meeting. Paul Beydler moved to accept the two-step process, Harold Enslen seconded the motion. Motion passed.

### **2. Fundraising Policy**

A draft of the Fundraising Policy that brings the agency into compliance with rulings of the new IRS tax filings was distributed and discussed. This policy is for the Agency only and not the local councils. Robert Niebruegge moved to accept the Fundraising Policy as written. James Kitterman seconded the motion; motion passed.

To inform and help the local councils with their fundraising policies, CMAAA staff will revise the *Local Site Council Handbook*. For consistency purposes, the Board suggested all counties use the same Fundraising Policy format.

### **3. CEO's Report**

- a. Jean informed the Board of a misleading press release from the Missouri DHSS informing the public that the AAAs will be receiving \$1.9M in economic stimulus funding for the FY10 meals program. The press release ignores the fact the AAAs received a decrease in state general revenue funding of \$1.5M. With \$80,000 of the stimulus package used for state administration, this actually leaves the AAAs with a "net gain" of \$420,000 statewide.
- b. The Columbia Area Senior Center is renewing the central office lease for three years, with no increase in the monthly rent.
- c. Through the state, CMAAA will receive a two-year federal grant of approximately \$26,000 to do outreach for the Medicare Part D Low Income Subsidy and Missouri RX programs.
- d. Sally Crow, Senior Center Administrator at the Mexico Senior Center, was honored for 25 years of service at a community celebration sponsored by the local council.
- e. Our fiscal office was able to find a source for "charitable licenses" that allows us to update all the agency's computers to the Microsoft version 2007. This will be done for about \$2000 in licensing fees as opposed to the normal cost of about \$24,000.
- f. A chart of demographics for our 19 counties was distributed.
- g. An updated FY10 Board listing was distributed.
- h. The National Association of Area Agencies on Aging (N4A) document "Policy Priorities 2009" providing insight into the future direction of AAAs was distributed.

6. Seating of Newly Elected and Returning Board Members

Elinor Snelson from Crawford County, James Boulware from Dent County and Melanie Yoakum from Maries County have been re-elected to serve a new three-year term on the Board. Maxine Palmer from Phelps County, Kenneth Helton from Laclede County and Fred West from Audrain County were seated as newly elected Board Members.

Gifts were presented to Charlotte Medley and Harold Enslin for their service to the Board.

7. Nominating Committee Report and Election of Officers.

The Nominating Committee recommended the present officers be retained for FY10 for their second term:

- President – James Canter (Mid-Missouri Region)
- First Vice President – Lorraine Dowler (Lake Ozark Region)
- Second Vice-President – Elinor Snelson (Meramec Region)

Robert Niebruegge moved to suspend the Roberts Rules of Order to accept each officer separately and accept them as a group. James Boulware seconded the motion; motion passed. Mack Brushwood moved to accept the group in toto; Paul Beydler seconded the motion. Motion passed.

Gifts were presented to the officers for their past year of volunteer services as officers of the Board for FY09.

8. Election of Regional Executive Committee Members

James Kitterman was elected by the Lake Ozark Region, Fred West was elected by the Mid-Missouri Region, and Bob Niebruegge was elected by the Meramec region to serve as additional members on the Executive Committee.

With additional time left to the meeting, President Canter called for the Board to share information from their respective county/Senior Centers.

11:45 Meeting was adjourned.

There will be no July meeting.