

Milestones Area Agency on Aging  
Board of Directors

Notice is hereby given that the December 16, 2014 meeting of the Milestones Area Agency on Aging Board of Directors will be held at 1 PM at Southeastern Community College, Private Dining Room, 1500 West Agency Road, Room # 401, Burlington, IA. We will not have the ability to connect anyone via conference call to the in-person meeting to be held in Burlington on Tuesday, December 16.

*Special Note:* If there is a forecast of inclement weather the decision to change to a conference call meeting will be made on Monday, December 15, 2014. We will make every effort to call each member to inform them of the change. Enclosed with this packet is a separate sheet with instructions on how to participate in the conference call meeting.

- I. Call to Order - Dorothy Goldhizen, Chairperson
- II. Roll Call – Secretary
- III. Approval of Minutes – Meeting minutes of October 28, 2014
- IV. Presentation of FY 2014 Audit – Theobald, Donahue and Thompson  
**Action:** Accept audit for submission to appropriate entities
- V. **Reports** – If reports are not completed at time of packet mailing – they will be handouts at meeting.
  - a. Financial Reports – Tina
    - I. Financial Report - YTD October 28, 2014- enclosed
    - II. Accounts Payable – October, 2014 – enclosed**Action:** Motion to approve Financial Report to include October, 2014 accounts payable.
  - b. Nutrition Program – Pam T.
    - I. Meal Information Report - September and October, 2014 –(included in AC packet)**Action:** Accept for information
  - c. Case Management – Kim
    - I. Client information – YTD 11/21/14 – (included in AC packet)**Action:** Accept for information
  - d. Options Counseling – Kim
    - I. Report – YTD 10/31/14 – (included in AC packet)**Action:** Accept for information
- VI. **Old Business**
  - a. On-site Compliance Monitoring and Performance Review – Nutrition Policies and Procedures – (included in your AC packet) – Pam T.  
**Action:** Motion to approve Nutrition Policies and Procedures and submission of on-site compliance document to IDA.
  - b. Milestones Foundation Board – (included in AC packet) – Christa  
**Action:** select Foundation Board Members
- VII. **New Business**
  - a. Milestones FY 2014 In Review – Christa presented the power point during the Advisory Council - comments and/or discussion  
**Action:** FYI

b. Letter to County Board of Supervisor requesting monetary support – (included in AC packet) - Connie

**Action:** Approve formula and letter.

c. Planning information for FY 2016-2017 Area Plan – (included in AC packet) Christa/Connie

**Action:** Motion to authorized staff recommendations for FY 2016-2017 Area Plan.

d. Change in access procedure for Wells Fargo on line banking – enclosed – Tina

**Action:** Motion to authorize change in Wells Fargo on line banking procedure

**VII. Items of Interest**

a. OIL Report - Bill Thom

**VIII. Next meeting** – February 24, 2015

**IX. Adjournment**