



**Board Of Directors
Tuesday, June 23, 2015**

The Board of Directors met on June 23, 2015 at 10:00 AM at the Ainsworth Four Corner Restaurant and Fuel Stop, 3112 Hwy 92, Ainsworth.

Chairperson, Dorothy Goldizen, called the meeting to order at 10:00 AM.

Present: Bob Howard, Stephen Swisher, Dorothy Goldizen, Frances Bohlken, Jim Howell, Bill Thom, and Lynelle Diers.

Excused: Jeri Dean and Lee McClure.

The minutes of the Board of Directors meeting held on April 28, 2015 were included in the packet. Motion made by Jim Howell, seconded by Bill Thom, to approve the minutes as sent. The motion was carried unanimously.

The minutes of the Advisory Council meeting held on June 16, 2015 were not available.

Willene White, Noel Insurance, reviewed the Workman's Compensation coverage. There was a handout. The return to work program and slip and falls procedure needs to be reviewed on a regular basis. Willene said they can provide safety trainings for free of charge. There were questions and discussion regarding safety.

Christa Merritt presented the Financial Report. The Board Report for April, 2015 was included in the packet. The Accounts Payables Reports for March and April 2015 was included in the packet. The company credit card statements were included in the packet. There were questions and discussion. We will need to increase the credit limit for Peggy Dykes, because she is the one that orders and purchases promotional items. Motion made by Lynelle Diers, Stephen Swisher, to approve the Financial Report as presented, to include the April, 2015 Board Report, March and April 2015 Accounts Payables Reports, and the company credit card statements. The motion was carried unanimously.

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

ADVISORY MINUTES

**WORKMAN'S
COMPENSATION
PRESENTATION**

REPORTS

Financial Report

Pam Taylor presented the Nutrition Report. The Meal Information Reports for March and April, 2015 were included in the packet. Pam explained some of the changes in numbers. The Raw Food Cost Report for April, 2015 was included in the packet. There were questions and discussion.

Nutrition Report

Kim Goering presented the Case Management Report as a handout.

Case Management Report

Kim Goering presented the Options Counseling Report as a handout. There were questions and discussion.

Options Counseling Report

Kim Goering presented the Elder Abuse Prevention & Awareness Program Monthly Report for April, 2015 as a handout. This is a fairly new program and we expect the numbers to increase.

Elder Rights Report

Christa Merritt presented the Weather Closing Policy, to become effective July 1, 2015. There were questions and discussion.

OLD BUSINESS

Weather Closing Policy

Motion made by Bob Howard, seconded by Lynelle Diers, to remove the following statement from the policy: "If an employee is on vacation or sick leave during a period when sites or offices have been closed by the CEO/COO due to inclement weather, the employee will not be charged with leave." A roll call vote was taken. Bob Howard, Stephen Swisher, Dorothy Goldizen, and Lynelle Diers voted yes. Frances Bohlken, Jim Howell, and Bill Thom voted no. Motion passed with 4 members that voted yes, and 3 members that voted no.

Motion made by Jim Howell, seconded by Frances Bohlken, to approve and accept the Weather Closing Policy, to become effective July 1, 2015, with removal of the sentence listed above. The motion was carried unanimously.

Jeri Swisher presented the Reduction in Workforce Policy. This was included in the packet. There were questions and discussion. Members would like "previous evaluations" added to the factors of reduction in force. Motion made by Lynelle Diers, seconded by Bob Howard, to approve the policy with the addition. The motion was carried unanimously.

NEW BUSINESS

Reduction in Workforce Policy

Pam Taylor presented the Vietnamese Proposed Nutrition Project for Davenport. The Advisory Council had made a motion to recommend to the Board with no changes. There were questions and discussion. Motion made by Bill Thom, seconded by Jim Howell, to approve Vietnamese Nutrition Project as it was presented. The motion was carried unanimously.

Vietnamese Meal Site

Jeri presented the CEO evaluations. She distributed and reviewed the evaluation results that were returned from members. This form doesn't apply to the CEO position very well, but we had to use it this year and Jeri will work on an evaluation form that will fit the CEO position better. There were questions and discussion. The score of the evaluation were within the guidelines for the 3% salary increase. Motion made by Jim Howell, seconded by Bob Howard, to approve the 3% salary increase effective July 1, 2015. The motion was carried unanimously.

CEO Evaluations

Christa presented the appointment of new officers for Chairperson, Vice Chair, and Secretary/Treasurer. Officer terms would end June 30, 2015. All new elected officers' terms would be July 1, 2015 through June 30, 2016.

Election Of Officers

Motion made by Lynelle Diers, seconded by Jim Howell to nominate Bob Howard as Chairperson. There were no other nomination. The motion was carried unanimously.

Motion made by Stephen Swisher, seconded by Jim Howell, to nominate Lynelle Diers for Vice Chair. The motion was carried unanimously.

Motion made by Lynelle Diers, seconded by Frances Bohlken, to nominate Stephen Swisher for Secretary/Treasurer. The motion was carried unanimously.

Motion made by Jim Howell, seconded by Lynelle Diers to accept Dorothy's resignation from Chairperson. The motion was carried unanimously.

ITEMS OF INTEREST

The OIL Report was included in the packet. Bill Thom commented.

OIL Report

Christa presented the Foundation Board Meeting Updates. The Foundation Board had met. They had approved the Milestones Foundation to pay for repaving the Davenport parking lot. Part of the expenses to pave the lot would belong to the neighboring company, and that company had agreed to pay their part of the expense. The city has finally approved the extra lot as tax exempt. We will work on updating the By-Laws for Milestones Foundation at the August meeting. Stephen Swisher is the Chairperson of the Foundation Board. Stephen discussed looking at fundraising in the future. The Foundation also approved to pay the electric for the Davenport office.

Milestones Foundation Board Meeting Updates

The next meeting will be August 25, 2015 at 10:00 AM at the Ainsworth Four Corner Restaurant and Fuel Stop.

NEXT MEETING

The meeting was adjourned at 12:00 PM.

ADJOURNMENT