

SALINE AREA SENIOR COUNCIL, INC.
Board of Directors Meeting Minutes
Monday, January 11, 2021

The Saline Area Senior Council Board of Directors meeting was called to order by Lucy Crossey at 9:02 AM.

Roll Call: President, Lucy Crossey; Vice President, Katherine Lawless; Treasurer, Bill Nicholls; Member-at-Large, Judy Slater; Director, Nancy Cowan; Community Education Director, Brian Puffer.

Excused: Mayor, Brian Marl.

Guest: Sue Kelch.

Minutes of Previous Meeting: Approved as amended.

Treasurer's Report: December income was \$11,621.58 . The December 2020 financial statement is down \$1,900 from November 2020; we received grants that are not yet spent; bathroom fixture replacements are a new cost. We expected these expenses. We will continue to spend grant money on repairs and upgrades. We do not know when the Center will open.

A December 15, 2020 letter from MRPR CPAs and Advisors provided an independent accountant's report on applying agreed upon procedures focusing on the most sensitive aspects of SASC accounting records. Bill will ask MRPR to clarify the report in two places: in "Bank Balances" item number 6, the "twenty-one outstanding checks as of June 13, 2019" have all cleared the bank; and in "Receipts" item number 1: "All receipt numbers were accounted for" is NOT an exception. Bill noted that the report indicates that SASC staff conducts proper and well-controlled cash management .

Lucy thanked Bill for interpreting the MRPR letter.

Director's Report: All SASC programs are still virtual; schools are gradually reopening with a 4 day a week goal by early March at the elementary level; we are still not allowed to open according to state mandate. Zoom fitness classes are steady; happily, snowbirds are taking classes online; pickleball will resume in the Liberty School gymnasium if the Governor does NOT extend her orders.

Memberships have achieved 215 renewals; postcard reminders have been mailed and delivery is slow due to USPS difficulties.

Andrea answered Board questions about the scheduling of six blood drives at SASC: there are good signups for the drive; the agency collecting the blood is not a Red Cross entity; the donated blood stays in Michigan. Katherine remarked that she is inundated with requests for blood: "too many," Andrea will give that feedback to the agency.

Lucy asked Nancy about indoor walking at Liberty School. Brian Puffer answered "no" right now during school hours.

Lucy asked what days and hours staff are in the facility. Nancy answered that office hours are varied depending on staff home situations, and asked that members please make appointments to meet with staff. Lucy responded by giving credit to staff mothers who are balancing office, home, and childrens' school and stay-home needs.

Nancy reported that the floor finish work was delayed due to the wrong color being applied; the company has some color re-finishing and small detail work to complete prior to receiving payment.

Nancy reported that all toilets have auto-flush mechanisms, and auto-soap dispensers have been installed. She said that faucet handles present a problem and have not been and most likely will not be replaced.

The new rowing machine will be installed this week. Perhaps when the center reopens, a ceremony could be held to celebrate the new library and new exercise room, the many refurbishments and upgrades, and all the work of the staff and their spouses.

Repairing the divider walls remains the last large project to complete. A Helen McCalla request was denied for this equipment request in 2021. The estimate for repair is just shy of \$16,000 give or take a bit more; the contractor's schedule is about four weeks out from today. Nancy suggested that the Board consider approving this repair expenditure from our large fund balance. Bill asked if we would have more repair requests; Nancy said, "no, this is the last big one." She suggested that since the repair is a "leasehold improvement," CARES funds could be used to pay for the repair. Another possibility could be use of PPE funds from the next round that is being issued at some point. After discussion about how to proceed with Board permission because a firm price has not been set, and in order to expedite the process, the Board approved the expenditure of up to \$17,000 for the leasehold improvements repair to the divider walls, giving Nancy the authority to order the repair without further requests for approval to the Board. Nancy will keep the Board informed of her actions in this regard.

Nancy reported that the SASC facility is being considered as a vaccination site and that the Health Department is a few weeks out before distributing vaccine to the community.

Nancy reported that she spoke with Becky Amo (CPA) about the next round of Payroll Protection Plan Loans (PPP); the caveat is that SASC show a difference in revenue of more than 25% from 2019 to 2020. Details are forthcoming.

The Board Secretary position is vacant due to the sudden death of Lori Lucy. Nancy will post the position opening in an email, on Facebook, and on the web page, setting an application due date of February 5. Nancy will personally reach out to members she thinks might be interested. She asked the Board to reach out to members they think might be interested.

Sue Kelch, a member visitor to this meeting, asked if the Board could appoint a fill-in during mid-term until the next election cycle. Nancy replied that our Administrative Manual lays out a process for this type of situation which entails applicants submitting interest and the Board making a final decision on the person to carry out the term.

President Comments: Lucy noted that the Health Department is accepting call-ins for vaccine appointments if a person uses IHA or Michigan Medicine. Nancy said that she is updating our web page and Facebook as she receives updates.

Lucy reported another SASC member's death: Milt Rockman (avid billiards player). Member Jerome Bies is celebrating his 100 year birthday; surprises are being planned!

Director of Community Education Report: Brian Puffer announced that Scott Graden, Saline Superintendent of Schools, has resigned effective January 29; that it was a shock and surprise to the community. Brian said that Scott had been on the SASC Board and was one of the CARES Grant founders. An interim Superintendent will be announced tomorrow, January 12. A search firm has been engaged to fill the position over the next 5-6 months. There are three new School Board members.

K - 12 hybrid classes have started.

The Saline Hornets football team lost its game in the finals last Saturday.

Board Comments: Judy offered a prayer for the families of Lori Lucy and Milt Rockman.

Meeting was adjourned at 9:56 AM.

Submitted by Acting Secretary, Judy Slater