

**Saline Area Senior Council, Inc.**  
**Board of Directors Meeting Agenda**  
**Monday, February 8, 2021 via zoom**

Attending: Nancy Cowan, SASC Director; Lucy Crossey, President; Kathy Lawless, Vice President; Brian Marl, Mayor; Brian Puffer, Community Education Director; Judy Slater, Member at Large and Substitute Secretary

Guest: Cora Rogers

The meeting was called to order at 9:02 AM by President, Lucy Crossey.

**Minutes** - The minutes of the January 11, 2021 meeting were approved as corrected.

**Treasurer's Report** - Bill Nicholls reported that overall, there is not much activity occurring. The monthly report was reviewed. A motion was made to approve the report, carried.

**Director's Report** - Nancy Cowan

General Update - The Center is still mostly virtual except for fitness classes, bingo, book club, chats, Zumba, and games.

As vaccine information becomes available, the Center is posting on the Facebook page. The Health Department met with Nancy to consider the Center as a vaccination site; yet SASC has not heard back yet. The Health Department has no solid vaccination distribution plan to announce currently. The Center answers calls from members and provides information about how to call to get on any or all vaccination waiting lists. Currently Meijer has a sign-up list, and pharmacies will get the vaccine soon. SASC has offered to be a site to various places.

March 13, 2021 will mark one year from the date the Center was closed due to the pandemic. Social isolation has been one of the most difficult challenges for seniors. Thankfully, Zoom has offered us the opportunity to provide some contact continuity with one another. SASC is working on developing a Friendly Phone Call Program in conjunction with a few clubs at Saline High School. Training will occur for the student. Saline Social Services will also partner to offer support in training and suggest those who may need calls in the local area. Members can sign up and SASC is calling some members who they think could benefit.

The March/April newsletter will be online later this week. It is still mailed to a couple hundred households, but delivery has been slower over the last few months.

Staff is preparing Valentine surprise deliveries for a random selection of members, like Halloween and Christmas deliveries. 14 people will receive Valentine surprises (book and treats).

The folding wall project is ongoing; two vinyl samples are being considered; the installation is 4 to 5 weeks out still, and estimate install time is up to 5 days to finish both walls. Nancy answered Kathy's question about the availability of the vinyl once a choice has been made; the product is readily available.

A few small items are needed to complete the floor work; the invoice will not be paid until the work is complete and satisfactory. Nancy is meeting with a representative of the company in the next few days; Covid has delayed this project due to the representative's Covid infection. Kathy asked if the grayish color of the vinyl would be achieved, and Nancy said "yes."

AARP tax preparation is being offered in a modified schedule with fewer available appointments where members drop off material at the Center/ the preparer takes home the material and works on it/ then the member returns to the Center to sign the returns. The Center hopes to assist those most in need.

#### Appointment of Board Secretary / Board Action - Applicant Cora Rogers.

Nancy stated that the open position had been posted and Center staff had spoken with groups, classes, and individuals about the open position. Staff member, Megan Kenyon, spoke with Cora, resulting in Cora's application.

Nancy reported that Cora has done secretarial work, is an avid member, and thanked Cora for applying. The term of service would end in July 2022, filling the set term length.

Lucy questioned Cora about her statement on her application about "limited computer skills". Cora answered that her friends say she is good at it, has taken classes, that SASC online contact during the pandemic has been her lifeline, and that she advocates others to use Zoom to access the center. She is not an expert but well versed.

Lucy reviewed the Board policy on replacing vacancies in Board positions, saying that we are doing everything required, that a "majority of those elected or appointed" make the determination of a replacement. Lucy made a motion that the Board appoint Cora Rogers as Secretary for the remainder of the term. Lucy conducted a roll call vote of the elected Board positions: President, Vice President, Treasurer, and Secretary/Member at large. The unanimous decision was to elect Cora as Secretary. Congratulations, Cora!

Nancy will hold sending the draft of the March-April newsletter to the printer until Cora can submit a bio to be included in the publication.

#### Review of the Draft Code of Conduct / Disciplinary Procedure

Nancy described how she consulted other codes of conduct for a template; she said that none of the other senior centers in the area have one for members. Since Nancy handles the daily functions of the Center, the Board does not need to approve the Code, but she wanted to share it. It will be posted on the website. Judy suggested that Nancy post it on the hallway bulletin board and make it available for new members to review, saying that it might be reassuring to

members current and new to know the expectations of conduct and the consequences for not following the terms of the code. The Board provided feedback that it was thorough and appropriate.

**Report by Mayor Brian Marl**

Things are going well with the City; staff are working remotely; perhaps in weeks the staff will return to the City Hall building; meetings are mostly online and remote with some hybrid attendance. Tonight at City Council, discussion will center on the City establishing a partnership with the Senior Center and other local entities for the City Manager to reach out to the County Health Department for using Saline sites to distribute vaccine shots; that City buildings (DPW/ Police/ Water/ Waste Management/ Fire) are available. Perhaps the City could host ongoing weekly sites. Brian said that mass distribution of the vaccine may not be achieved until July or August.

Lucy remarked that she appreciates City Council meetings being available on Zoom as well as Council meeting minutes being posted online.

**Report by Brian Puffer, Community Education Director**

Saline Area Schools Superintendent vacancy is being filled by Steve Laatsch, an interim appointment until the end of the fiscal year. The School Board is preparing for the search. Steve will apply for the permanent position.

K – 12 is being conducted in a hybrid pattern: 2 days a week at school alternating in two groups; and everyone home on Friday. A goal is for lower elementary to resume Monday through Thursday with Fridays at home sometime in March. He said that teacher vaccination achievement is playing a major role in this plan.

SASC is enjoying pickleball in Liberty School once again, and a different entrance is being used to the delight of the Seniors who play. It is hoped that another day can be added soon.

Liberty school has seen a few rentals return to its space: community education hybrid activities.

**Board comments**

Lucy asked Nancy if the Board packet could be distributed 24 hours prior to the meeting. Nancy said she could do that and send us addendums, if needed, for any last- minute items.

Judy announced that the SAS-C Writers journal was close to publication and gave thanks to staff member, Megan Kenyon, for her leadership.

The meeting was adjourned at 9:44 AM.

Submitted by Judy Slater, Acting Secretary