Call to Order
The meeting was called to order at the Commission on Aging Conference Room, 520 West Front Street, Traverse City, MI., by Chair, Ralph Soffredine.

<table>
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<tr>
<th>Attendee Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Ralph Soffredine</td>
<td>Chair</td>
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<td>Stacey Lee Isles</td>
<td>Vice Chair</td>
<td>Present</td>
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<td>Rodetta Harrand</td>
<td>Treasurer</td>
<td>Present</td>
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<tr>
<td>Michelle Mercer</td>
<td>Secretary</td>
<td>Present</td>
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<tr>
<td>Christine Maxbauer</td>
<td>County Commissioner</td>
<td>Present</td>
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<tr>
<td>Sandra Busch</td>
<td>Member</td>
<td>Present</td>
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<tr>
<td>Sue Castle</td>
<td>Member</td>
<td>Excused</td>
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<td>Kory Hansen</td>
<td>Member</td>
<td>Present</td>
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<td>Larry Inman</td>
<td>County Commissioner</td>
<td>Absent</td>
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<td>Karen Renny</td>
<td>Member</td>
<td>Present</td>
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<td>Bill Rokos</td>
<td>Member</td>
<td>Present</td>
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<tr>
<td>Shirley Zerafa</td>
<td>Member</td>
<td>Present</td>
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Staff Present:
- Georgia Durga, Director
- Lori Wells, Deputy Director SCN
- Laura Green, Deputy Director IHS
- Cyndie F., Office Specialist, IHS
- Nancy I., Foot Care, IHS
- Curt B., Home Chore, IHS
- Sharon N., Outreach Coordinator, SCN

Guests:
- Linda Price, Club Executive Director - Cordia at Grand Traverse Commons
- Laura McVey, Director of Club Wellness, Cordia at Grand Traverse Commons
- Sally Burden, Donna Graham, Autumn Urban, Connie Baab - National Employ Older Workers Program
- Bob Schlueter, Executive Director Area Agency on Aging (AAANM)
- Lisa Robitshek, Director, Meals on Wheels

APPROVAL OF AGENDA
Durga requested the addition of the acceptance of resignation letter-Sue Castle.

Motion to approve the Agenda as presented.

RESULT: APPROVED [UNANIMOUS]
MOVED: Harrand
AYES: Busch, Hansen, Harrand, Isles, Maxbauer, Mercer, Renny, Rokos, Soffredine, Zerafa

NAYS: None

Staff and guests introduced themselves.

**Public Comment**

None

**SPECIAL ORDER OF BUSINESS**

Certificate of Appreciation, Susan Castle

Soffredine relayed that Castle resigned from the Board because she has accepted a position with the Senior Center Network (SCN). Soffredine read the Certificate. Durga read a thank you card (from Ms. Castle) and her biography.

Motion to accept the resignation letter of member Sue Castle from the Commission on Aging Board.

**RESULT:** APPROVED [UNANIMOUS]

<table>
<thead>
<tr>
<th>MOVED:</th>
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<td>SECONDED:</td>
<td>Mercer</td>
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<tr>
<td>AYES:</td>
<td>Busch, Hansen, Harrand, Isles, Maxbauer, Mercer, Renny, Rokos, Soffredine, Zerafa</td>
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Certificate of Appreciation, Home Chore employee, Curt B.

Soffredine informed members that Home Chore employee Curt B. is retiring from the National Guard. Soffredine read the Certificate of Appreciation to be presented to Curt in honor of his service to our Country. Curt was not available to receive the certificate.

Staff Anniversary, FC employee Nancy I.

Durga presented a ten year anniversary pin to Nancy I. and thanked her for her for ten years of caring service to GTCOA clients.

National Employ Older Workers Week, Introduction of Older Workers – Sally Burden, Donna Graham, Autumn Urban; and Coordinator Connie Baab, Area Agency on Aging

Wells relayed that the first week of October was National Employ Older Workers Week and that the SCN employs three persons through this program. Wells provided information on the program and funding. She introduced each employee, relayed information on their duties at the SCN, and provided members with information on each employee. Wells then introduced Connie Baab, Program Coordinator, and provided information on Connie’s background.

Cordia at Grand Traverse Commons - Linda Price, Club Executive Director, and Laura McVey Director of Club Wellness.
Linda Price and Laura McVey came at the invitation of the Board, for a presentation on Cordia at Grand Traverse Commons, which is opening November 1, 2014. Ms. Price relayed information on the Owner, Karen Anderson's background, on the creation of the Company, and provided informational packets for members. Ms. Price and Ms. McVey provided a great deal of information on the amenities, partnerships, and programs to be offered at Cordia. Members asked several questions, and the Cordia representatives relayed their thanks for the invitation, noting that members should contact them with any questions.

Board Technology
Durga relayed that Green is working on the RFP based on a template received from another county. Durga stated that staff attended a webinar, for what was a potential vendor, but that some key items were not currently available with this product. Durga conveyed that when it is time to evaluate vendors, Members and staff will be involved. Green noted that the vendor reviewed had excellent care support, but that there are financial reporting concerns.

Curt B. arrived.

Soffredine thanked Curt for his service relaying information contained in the Certificate. Durga also provided information for members on Curt. Member stated that Curt has been her Home Chore worker for 5 years noting that it's a joy to have him there, and relayed the diligence Curt takes with her yard and snow.

2015 Slate of Officers – Sandra Busch, Chair
  Rodetta Harrand, Chair
  Karen Renny, Vice Chair
  Bill Rokos, Treasurer
  Shirley Zerafa, Secretary

Governance Committee Chair Sandra Bush relayed that the Committee met in August and is pleased to announce the 2015 Slate of Officers. She read the Slate and relayed that the vote is next month, and that nominations (other than those on the Slate, if any) would also be accepted at the next meeting.

Governance Committee, Approval of August 20, 2014 minutes - Sandra Busch, Chair

Motion to accept the Governance Committee minutes of August 20, 2014

RESULT: APPROVED [UNANIMOUS]

MOVED: Mercer
SECONDED: Rokos
AYES: Mercer, Rokos, Zerafa
NAYS: None

DIRECTOR’S REPORT
Durga relayed that Marsha J. is gearing up for Basket of Bounty and is looking for volunteers, donations, and recipients. Durga relayed recipient guidelines.
Donations and recipient names will be accepted through 12/5/14 and Baskets will be assembled 12/12/14. Durga asked interested volunteers to contact the office.

Durga circulated information for members, provided by AAANM, which had a very good description of the ADRC and what they are trying to accomplish. Robert Schlueter conveyed his thanks to Durga for being a member of the ADRC team.

Durga relayed that Members received information on their tablets; received from AAANM, regarding the overcharging of propane customers, and a subsequent negotiation with the Attorney General's Office. Additionally, members were sent information on their tablets with an update on the PACE program.

Durga also circulated three local annual reports and a recent article, by Wells, published in the Traverse City Business News.

**COUNTY COMMISSIONER LIAISON REPORT**
Commissioner Maxbauer relayed that effective September 25, 2014, the County Administrator appointed Kristine Erickson as the Parks Director. Commissioner Maxbauer reported on concerns at Kids Cove, benefits cost increases for County employees, and the 2015 budget process. Commissioner Maxbauer asked to provide the AAANM report so she could leave to attend another meeting.

**AREA AGENCY REPORT**
Commissioner Maxbauer reported that the AAANM Board met on October 2, 2014 and reported that the Executive Director received glowing reviews. She reported that Suzanne Allen, of Blue Cross Blue Shield (BCBS), provided a presentation regarding the Health Endowment fund, created by BCBS on potential available grant funds. Commissioner Maxbauer encouraged the Program Committee to invite her to speak to them on that Healthy Endowment Fund. Commissioner Maxbauer provided an update on Commissioner Inman.

Commissioner Maxbauer left 10:00 AM

**FINANCE REPORTS**
Treasurer Harrand stated that everything looks good. Member asked about a motion on the Sliding Fee Scale - lowering program fees, and members concurred to discuss the matter on the Consent Calendar.

**Motion to accept the August 2014 Finance Reports**

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<th>RESULT:</th>
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<td>Harrand</td>
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**CONSENT CALENDAR**
Staff member, Cyndie F., read the Consent Calendar.
A. Approval of the September 2, 2014 Board meeting minutes.

B. Acceptance of the August In Home Services and Senior Center Network Program Reports.

C. Approval to set aside $250,000 from the Senior Center Network fund balance for the Traverse City Senior Center renovation project furnishings and appliances.

D. Immediate approval for the purchase of MySeniorCenter software for the Senior Center Network.

E. Approval to award a three year contract to provide personal emergency response unit services, up to 500 units, to Guardian Medical Monitoring at a cost of $13.95 per unit.

F. Approval to lower fees for all programs to the same charged for the Home Chore program for consistency.

Member requested that Item F be pulled from the Consent Calendar.

Motion to Approve Consent Calendar Items A, B, C, D and E as presented.

RESULT: APPROVED [UNANIMOUS]

MOVED: Zerafa
SECONDED: Busch
AYES: Busch, Hansen, Harrand, Isles, Maxbauer, Mercer, Renny, Rokos, Soffredine, Zerafa
NAYS: None

Item F-Lowering fees: Member asked if the Finance Committee could provide some input as to what their thought process was for the decrease in fees. Durga relayed that the fee structure is complicated and that staff felt that the fees should be consistent. Durga stated that a new scale was not presented to the committee, and noted that she felt that members should see that prior to their approval. She stated that she supports all charges being the same, however, she would be more in favor of raising Home Chore rather than lowering the rest. Member stated that there were no documents included in the packet and does not feel that there has been enough information presented. He noted that from the minutes it looks like it is about a $90,000 decrease in revenues, and he is not sure that he approves of that just for consistency. Members stated concern about lowering fees and that Program Committee has had discussion that Home Chore rates are already too low.

Motion to refer the matter back to the Finance Committee for further review.

RESULT: APPROVED [UNANIMOUS]

MOVED: Rokos
SECONDED: Isles
AYES: Busch, Hansen, Harrand, Isles, Maxbauer, Mercer, Renny, Rokos, Soffredine, Zerafa
NAYS: None
Several members discussed the date of the Finance Committee meeting. Durga asked that if several members were interested in attending to inform staff so that the meeting could be scheduled in a larger meeting room.

**REPORTS OF STANDING COMMITTEES**
*For information only.*

A. Executive Minutes dated September 18, 2014  
B. Finance Minutes dated September 19, 2014  
C. Program Minutes dated September 20, 2014

**REPORTS OF AD HOC/SPECIAL COMMITTEES:**
None.

**COUNTY PUBLIC HEALTH & SAFETY COMMITTEE REPORT**
Durga relayed that October was an odd month with Board of Commissioners (BOC) Public Health & Safety meeting prior to the GTCOA. The BOC approved the fund balance policy and SCN software upgrade. Additionally, at the September meeting, the BOC approved the SCN proclamation recognizing Senior Center month.

**OLD BUSINESS**
Member stated that she knows that there are some people who want to serve as an officer and if members are interested they should let it be known at the next Board meeting. The Board can accept nominations from the floor and members can nominate themselves.

**NEW BUSINESS**
Durga stated that last year members held a holiday brunch, paid for by Board Members, and asked if they wanted to do that this year. Member stated that in past years, a brunch for both the Board and the Staff together was held and would like to discuss that again. Durga relayed that the reason it was changed was because the GTCOA paid for the Brunch in the past, but that was no longer allowed. Once it became a Brunch where participants were asked to pay for their own, most staff did not want to attend. She stated she would invite staff if the Board wished. Durga relayed that she and the Deputy Director's have been discussing a staff appreciation breakfast, and that they will be talking to members about that in January. Members concurred not to hold a Board Brunch this year.

Member reminded all, that the Board is collecting funds for the members who are "retiring" from the Board this year. Contributions are being accepted. Member suggested that departing members could be given their nameplate. Staff will address.

Chair Soffredine reminded members that in the Board's policies that members are not allowed to speak to employees about business, and that there is a grievance procedure in place for employees, at which the members do not take part in.
GENERAL PUBLIC COMMENT
Wells commented on the October 7, 2014 Travel show and the 2015 trip schedule, included information on the 2014 Mystery Trips, and the registration changes for the 2015 sign up. Wells provided information on the annual Veterans Event, the first Meet the Candidates program, Drug Safety Program, Curtis Aikens of the Food Network cooking demonstration on healthy food for diabetics, Medicare Planning Clinic, and Ladies Night sleep over.

Sharon N. relayed thanks to Sandra Busch and 100 other volunteers, for their time helping with the Acme Fall Festival. She also brought some items made by Outreach Location Volunteers for Baskets of Bounty. Wells noted that they have that going on at all the locations. Sharon also reported on flu clinic schedules at each of the outreach locations.

ADJOURNMENT
Motion to adjourn at 10:34 a.m.

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<td>Hansen</td>
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Minutes available by contacting the Grand Traverse County Commission on Aging office by telephone at (231) 922-4688, and by mail at the following address: 520 West Front Street Suite B, Traverse City, MI 49684.