CONNECTIONS AREA AGENCY on AGING

**BOARD MEETING MINUTES**

DATE: 1/31/2024

TIME: 11:00AM – 12:30 PM

PLACE: Via Video Conferencing in all three office locations

ITEM

**I. Call To Order – Kelly Butts-Elston**

1. Roll Call - Board members answering roll call were Cindy Bunten, George Gillespie, Tom Hoogestraat, Cathay Pringnitz, Kari Livermore, Bonnie Godden and Rick Friday. Absent, Mark Monson, Barb Redmond
2. Recognition of Visitors: Kelly Butts-Elston, Jenny Rogers, Sheri Carson, Sherrie McDonald, Vicky Lohry, Ronda Engles and Kevin Hitchcock of Hamilton Associates, P,C.
3. Approval of November Minutes –

Cindy made a motion to approve the minutes. George seconded to approve the meeting minutes. Motion carried.

1. Agenda –

Cindy made a motion to amend the agenda to table the fiscal audit for FY2022 until March’s meeting, move the Quarterly Fiscal Report to Business Not Requiring Action, and to move up the fiscal audit presentation to first before the reports. George seconded to amend the meeting agenda. Motion carried.

**II. Reports**

1. **Mission Moment:** Kelly shared that we have a congregate meal site manager who will be celebrating 50 years of employment with Connections and its predecessor Area XIV.
2. **Advisory Council Report:** There was no formal report given; just a report out on the Sugar and Spice event in Sioux City in December.
3. **CEO Report**: Kelly referred the board to her written report. In addition to her report Kelly added that CAAA is one of ten AAAs in the US who have been selected to participate in a RING pilot program thru Amazon! As such, the agency will be able to distribute 500 RING doorbell units to aging individuals in our service area.
4. **Division Reports**
5. Healthy Living: Sherri referred the board to her written report and added that this was a very unique year in terms of weather related closures due to the severe cold. She also added that her team has offered a second five-pack of frozen meals for folks to have for inclement weather meal options.
6. Consumer Services. Sherrie referred the board to her written report and added that she had hired a new Service Navigator who would be starting in early February.

**III. Business Requiring Action**

1. Approval of FY2021 Fiscal Audit Report

Kari made a motion to approve the FY2021 audit report presented by Kevin Hitchcock of Hamilton Associates, P.C. George seconded the motion. Motion carried.

1. Approval of Grant Application to Pott Co Housing Trust Fund

Bonnie made a motion to approve the grant application to the Pott Co Housing Trust Fund. Cindy seconded the motion. Motion Carried.

1. Approval to add Jenny Rogers as a check signer on all Security National bank accounts which include:

Siouxland Aging Account

Connections AAA

CAAA Fairmount Park

CAAA Riverside Gardens

Akron Meal Site

George made a motion to add  Fiscal Director Jenny Rogers to the above-listed accounts at Security National Bank. Cindy seconded the motion. Motion carried.

**IV. Business Not Requiring Action:**

1. **Review of Financials:** Jenny shared the preliminary financials through the second quarter. Jenny will have finalized reports to approve in March once IAFRS is submitted.
2. **ADVC Grant Update:** The total impact of the HyVee collaboration was included in your packet, and Kelly added that we are cautiously hopeful that the grant period may be extended to allow us to spend the remainder during flu season next fall.
3. **Legislative Update:** Kelly shared the priorities of Governor Reynolds for the legislative session and that our only request was for the statewide Dementia Specialist positions in each AAA.

**V. Open Forum**

## VI. Adjournment:

**Cindy made a motion, seconded by George to adjourn. Motion carried.**