

Negaunee Senior Citizens Center

Negaunee Commission on Aging
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MINUTES

Negaunee Commission on Aging
Regular Meeting • March 2, 2017

Members Present: Larry Dillman, Debbie Filizetti, Joy Holman, Grace Jalonen, Lee Johnson, Ernest LaJoie and Kate Peterson

Members Absent: Charlene Nerone and Al Rautio

Others Present: Kristy Basolo-Malmsten, center director

- I. Call to Order—The meeting was called to order at 1:00 p.m. by chairperson Joy Holman.
- II. Approval of Agenda—Larry Dillman made a motion to approve the agenda as presented. Grace Jalonen seconded the motion, and it passed unanimously.
- III. Approval of Minutes—Larry Dillman made a motion to approve the minutes of February 2017 as presented. Kate Peterson seconded the motion, and it passed unanimously.
- IV. Public Comment—None.
- V. Financial Reports
 - A. Monthly Financials from City—The board accepted this report for its files.
 - B. Approval of Bills—Kate Peterson made a motion to approve the bills as presented; Larry Dillman seconded the motion, and it passed unanimously.
 - C. Finances by Program—The board accepted this report for its files.
 - D. Programmatic Report—The board accepted this report for its files.
- VI. Unfinished Business
 - A. Board's Advisory Role—The board recapped the last meeting discussion with the city manager and continued to express concerns about things that were not resolved. Joy Holman asked the board members to look at the bylaws before the next meeting so that they can have an informed discussion about any deviations from the Charter. The board also expressed concerns about the city manager's statement that he hires for the fulltime positions, since there typically has not been much interaction between the person in that position and the day-to-day operations of the center. They also discussed the open meetings act, Robert's Rules of Order and whether or not they need to adhere to those. Kristy noted that because they are potentially overseeing disbursement of county and state funds,

Approved 4/5/17

they probably should stick to those rules. The board further discussion donations to the center, and how that works with the center being a department of the city, as well as the millage and the requirements thereof.

VII. New Business

- A. Olgren Rental—Lee made a motion to approve the rental to Lenora Olgren in the amount of \$125. Debbie Filizetti seconded the motion, and it passed unanimously.

VIII. Correspondence & Personnel

- A. Social Worker hiring process—Kristy said there have only been five resumes received, and none of them meet the minimum qualifications for the job. In addition, none of them followed up with the second step of returning an application so a background check and interview can be done. She would like to advertise the position again with hopes for better results. In the meantime, the only thing the staff is not comfortable doing is the in-home assessments for services. Kristy said she spoke with the director of Marquette County Aging Services, who suggested contracting with a retired social worker in the area to do the assessments in the interim. Kate Peterson made a motion to draw up a contract and seek candidates to take this position temporarily. Larry Dillman seconded the motion, and it passed unanimously. Kristy asked for the personnel committee's input as the process gets going.

IX. Upcoming Events & Fundraisers

- A. Legal Clinic—Kristy noted that another legal clinic is scheduled for March and that this has been a popular service the center provides for seniors lately.
- B. Bread Sale—Kristy shared that the quarterly Paesano bread sale is taking place now, with the deadline of March 10 for ordering.

X. Public Comment—None.

XI. Board Member Comment—Kristy reminded the board that the next meeting is Wednesday, April 5, not at the usual time. She also thanked the board for offering to help in this busy time of being short staffed, and noted the rest of the staff was touched by their generosity as well.

XII. Adjournment—Ernie LaJoie made a motion to adjourn at 1:50 p.m. Kate Peterson seconded the motion, and it passed unanimously.