

DAVISON AREA SENIOR CENTER AUTHORITY BOARD MINUTES

Monday, November 19, 2018

MEMBERS PRESENT: Barb Arsenault, Tim Elkins, Dona Jenks, & Joan Snyder

ABSENT MEMBERS: Maxine Koch

EX- OFFICIO PRESENT: Kathy Davis, Senior Center Executive Director

CALL TO ORDER: Chairperson Joan Snyder called the business meeting to order at 3:07 p.m.

APPROVAL OF AGENDA: MOTION BY Jenks, SUPPORTED BY Arsenault, to accept the agenda.

Jenks made a motion move Plante Moran to this slot. All good on audit.

MINUTES OF THE, October 15, 2018 MEETING

Minutes were read, MOTION BY Jenks, SUPPORTED BY Arsenault, to accept the report. Motion carried.

SENIOR CITIZENS AUTHORITY BOARD FINANCIAL REPORT

Treasurer, Elkins presented the REPORT of October 31, 2018.

MOTION BY Jenks, to file report, SUPPORTED BY Arsenault, to accept the report. Motion carried.

DIRECTORS REPORT

MOTION BY Arsenault, SUPPORTED BY Elkins, to accept the Director's report. Motion carried.

UNFINISHED BUSINESS

A) Employee Handbook (Personnel Policies & Procedures Manual)

MML documents regarding employee handbook. Also did some research, found sites that will help.

MOTION to table till 1st. of the year. SUPPORTED BY, Arsenault. Motion carried.

B) Snow Removal

Find paper work and agreements Senior Center/ Ballard. Invite Ballard Board for discussion after research.

NEW BUSINESS

A) Plante Moran – Audit Presentation

All good news.

B) MOTION BY Arsenault to accept Audit. SUPPORTED BY Elkins. MOTION passed.

C) Holiday Schedule

MOTION by Jenks to accept 2019 meeting schedule. SUPPORTED BY Elkins

MOTION passed.

ADJOURNMENT

MOTION BY Jenks, SUPPORTED BY Elkins, to adjourn the meeting at

4:40 p.m. Motion carried

Next Meeting will be Monday, **December 17, 2018**