

AUTHORITY BOARD MEETING

MONDAY, JULY 16, 2018

3:00 p.m.

AGENDA

CALL TO ORDER

APPROVAL OF AGENDA

SECRETARY'S REPORT

- A) Minutes of the June 18, 2018
- B) Financial Report

DIRECTORS REPORT

UNFINISHED BUSINESS

NEW BUSINESS

- A) Review Employee Handbook

ADJOURNMENT

NEXT MEETING OF THE AUTHORITY BOARD

MONDAY, AUGUST 20, 2018

MEETING DAVISON AREA SENIOR CENTER AUTHORITY BOARD MINUTES

REGULAR MEETING

MONDAY, July 16, 2018

MEMBERS PRESENT: Barb Arsenault, Dona Jenks, Karen Miller & 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 3:15 p.m.

APPROVAL OF AGENDA: MOTION BY: Miller SUPPORTED BY: Arsenault to accept the agenda. Motion carried.

MINUTES OF THE June 18, 2018 MEETING

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

SENIOR CITIZENS AUTHORITY BOARD FINANCIAL REPORT

Treasurer, Miller presented the REPORT June 30, 2018. MOTION BY: Jenks to file report, SUPPORTED BY: Miller to accept the report. Motion carried.

DIRECTORS REPORT

MOTION BY: Miller, SUPPORTED BY: Arsenault to accept the Director's report. Motion carried. Revise to read Work Detail NOT Inmates.

UNFINISHED BUSINESS

To reimburse Kathy Davis for landscape flowers – hose etc. Kathy to submit receipts.

MOTION BY: Arsenault SUPPORTED BY: Miller Motion Carried.

NEW BUSINESS

	A	B	C	D	E	F	G
1	DAVISON-RICHFIELD SENIOR CITIZENS CENTER FINANCIAL REPORT						
2	June 30, 2018						
3	CASH RECEIPTS						
4							
5	RECEIPT#	VENDOR	DESCRIPTION	CASH ADV			
6	111590	Let's Dance/Sunday Bash	Program-socialization	REF DEPOSIT	REVENUE		
7	111591	Euchre/Poker/Coffee sales	Program-socialization		\$ 41.00		
8	111592	Chair Yoga/Massage/TOPS/Zumba/Yoga	Program-health		\$ 34.00		
9	111593	Decorative Arts	Program-educational		\$ 46.00		
10	111594	Customers	Van transportation		\$ 11.00		
11	111595	Customers	Copies/faxes		\$ 42.00		
12	111773	Zumba/Yoga/Massage/Clogging/TOPS/Chair Yoga	Program-health		\$ 21.00		
13	111774	Decorative Arts	Program-educational		\$ 53.00		
14	111775	Lions Club	Hall rental income		\$ 7.00		
15	111776	Customers	Newsletter donations		\$ 25.00		
16	111777	Customers	Misc. donations		\$ 24.00		
17	111778	Customers	Misc. donations		\$ 12.00		
18	111779	Customers	Van transportation		\$ 54.00		
19	111948	Euchre/Poker/Generation Band	Program-socialization		\$ 78.50		
20	111949	Chair Yoga/Massage/TOPS/Zumba/Yoga/Clogging	Program-health		\$ 66.00		
21	111950	Generation Band Dance/Stone Country Dance	Program-socialization		\$ 104.00		
22	111952	Euchre/Poker	Program-socialization		\$ 21.00		
23	111953	Abundant Grace	Hall rental income		\$ 160.00		
24	111954	Customers	Van transportation		\$ 42.00		
25	111955	Customers	Misc. donations		\$ 24.00		
26	111956	Wojo's Greenhouse	Fundraiser donation		\$ 139.39		
27	111957	MIPPA	MiCafe app		\$ 75.00		
28	112036	Decorative Arts	Program-educational		\$ 10.00		
29	112037	Chair Yoga/Clogging/Massage/TOPS/Yoga/Zumba	Program-health		\$ 50.00		
30	112038	Decorative Arts	Program-educational		\$ 12.00		
31	112039	Bunco/Euchre/Generation band/Poker	Program-socialization		\$ 96.00		
32	112040	Customers	Van transportation		\$ 27.00		
33	112041	Davison Senior Authority	June 2018 trip profits		\$ 170.00		
34	112042	Customers	Misc. donations		\$ 31.00		
35		MMAP	MIPPA app		\$ 300.00		
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56				TOTALS	\$ -	\$ 1,775.89	
57				GRAND TOTAL		\$ 1,775.89	
58				BANKING DEPOSITS			
59				6/6/2018	\$ 195.00		
60				6/13/2018	\$ 253.50		
61				6/20/2018	\$ 641.39		
62				6/27/2018	\$ 686.00		
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	A	B	C	D	E	F	G
66				TOTAL	\$ 1,775.89		
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69	DAVISON-RICHFIELD SENIOR CITIZEN CENTER FINANCIAL REPORT						
70	June 30, 2018						
71	EXPENDITURES						
72	CHECK#	VENDOR	DESCRIPTION		AMOUNT		AMOUNT
73		Federal Tax Deposit	Withholding 5/31/18 - 6/13/18				\$ 1,011.62
74	89510010	Davison Township	Direct Deposit pay period 5/31/18 - 6/13/18				\$ 3,201.13
75	89510011	Charter Communications	6/11/18 - 7/10/18 internet/voice				\$ 144.97
76	89510012	Chase Cardmember Services	5/2/18 - 6/1/18 - GFS, Sharkys, Little Caesars, Kully Supply, Vista Print				\$ 837.82
77	89510013	Corine Glenn	Loan closet item returned				\$ 25.00
78	89510014	Davison Ace Hardware	Round up				\$ 11.99
79	89510015	Davison Twp. Bd of Public Works	April 2018 water/sewer usage				\$ 390.38
80	89510016	Frontier	6/7/18 - 7/6/18 phones				\$ 189.62
81	89510017	Oakhill Services	May 2018 mowing				\$ 420.00
82	89510018	Orkin	2018 pest control				\$ 416.45
83	89510019	Suburban Office	Ink, soap, toilet paper				\$ 165.47
84		Federal Tax Deposit	Withholding 6/14/18 - 6/27/18				\$ 1,014.23
85		MERS	June 2018 pension				\$ 985.08
86	89510020	Davison Township	Direct Deposit pay period 6/14/18 - 6/27/18				\$ 3,208.85
87	89510021	MI Dept. of Treasury	June 2018 state withholding				\$ 367.00
88	89510022	Concept Three	June 2018 web maintenance and hosting				\$ 100.00
89	89510023	Consumers Energy	5/22/18 - 6/20/18 gas/electric				\$ 1,437.54
90	89510024	Ricoh USA	5/6/18 - 6/5/18 copy charges				\$ 20.36
91	89510025	Superfleet Mastercard	Fuel charges 5/16/18 - 6/15/18				\$ 186.38
92	89510026	Wagner Cleaning Services	June 2018 cleaning				\$ 1,450.00
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111				TOTAL	\$ -		\$ 15,583.89
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113			EXPENDITURES		\$ 15,583.89		
114			REVENUES		\$ 1,775.89		
115			TOTAL		\$ 13,808.00		
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117			DAVISON CITY		\$ 2,623.52		
118			DAVISON TWP.		\$ 11,184.48		
119			TOTAL		\$ 13,808.00		
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121	City of Davison 17/18 Budgeted amt: \$4058 (19%) - Budget obligation met for 2017-2018						
122	Davison Township 17/18 Budgeted amt: \$17302 (81%) - Budget obligation met for 2017-2018						
123							

July 16, 2018

Authority Board Directors Report

The Active Shooter Class that was held on June 25th was great. It was very informative and was such an eye-opening experience.

The grounds look great and our being maintained by our volunteers on a regular basis. I am so grateful to have them on board.

I have been in contact with Maxine, she appeared to be doing well. I offered any help that she may need but have never heard anything.

The Senior Directors and myself are preparing to spend the day at the Genesee County Fair on Tuesday, August 21st. That day is designated as Senior Day at the Fair. We have many activities planned.

Tuesday, August 7th we have cancelled programs that are normally held in the large room because of voting. We will do that again in November.

Thank you for your support,

Kathy