

DAVISON AREA SENIOR CENTER AUTHORITY BOARD MINUTES

REGULAR MEETING

WEDNESDAY, September 15, 2021,

MEMBERS PRESENT: Barb Arsenault, Lori Tallman, Dona Jenks, Jacqui McKellar, Stacy Kalisz

ABSENT MEMBERS:

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

CALL TO ORDER: Chairperson JENKS called the business meeting to order at 4:37 P.M.

APPROVAL OF AGENDAS: MOTION BY KALISZ, SUPPORTED BY MCKELLAR, to accept the agenda as presented. Motion Carried.

MINUTES OF THE AUGUST 18,2021 MEETING were read, MOTION BY KALISZ SUPPORTED BY MCKELLAR, to accept the minutes as presented. Motion carried.

SENIOR CITIZENS AUTHORITY BOARD FINANCIAL REPORT

Treasurer Tallman presented the FINANCIAL REPORT of AUGUST 31ST,2021 with Expenditures totaling \$16,183.43 and cash receipts totaling \$1,143.00. MOTION BY MCKELLAR, SUPPORTED BY KALISZ, to accept the report. ROLL CALL, TALLMAN YES, MCKELLAR YES, JENKS YES, ARSENAULT YES, KALISZ YES. Motion Carried.

DIRECTOR'S REPORT

Kathy reported on September 1st they went back to wearing masks. Very good turn out for Coffee & Cops & they held an Ice Cream Social provided by Oak St. Health Care. Winter Games will be held in June of 2022 instead of February. Everything else is going well.

UNFINISHED BUSINESS

Kathy will revisit the conversation with Mr Graff regarding the van & Stacy will check with Wenzel's. A MOTION was made by TALLMAN, and SUPPORTED BY MCKELLAR, for the repair of the brakes not to exceed \$1,000.00. Motion carried.

Kathy received quotes from 4 companies for security cameras. After much discussion & review we requested she invite Wolverine & Comtronics to our next meeting to answer our concerns.

Discussion was held regarding a new hire for the front office. Kathy will repost the job on Indeed & elsewhere with a starting of \$13.00 per hr.

A Bereavement Policy was presented for a Personnel Policy Update. MOTION BY KALISZ, SUPPORTED BY MCKELLAR, to approve the new policy as presented.
Motion Carried

Changes were made to the By-Laws & the Historical Davison-Richfield Senior Citizens Authority Agreement. A MOTION BY KALISZ, SUPPORTED MCKELLAR, to accept the changes as presented. Motion carried

NEW BUSINESS

Ice Machine purchase from KaTom Restaurant Supply in the amount of \$1,762.09 was presented for approval. MOTION BY KALISZ SUPPORTED BY MCKELLAR for the purchase. Motion carried.

A review of the Director's spending limit & credit card limit was discussed. A MOTION BY TALLMAN SUPPORTED BY KALISZ to increase the spending limit from \$500 to \$1000 & increase the Credit Card limit to \$2,000. Motion carried.

Discussion on phones will be held with the City & Township.

Chase Bank's new policy needs the Board's approval to merge our accounts with the Township (but separate) to avoid any fees. The change would be from "Business Complete Checking" to "Chase Performance Checking" A MOTION BY KALISZ SUPPORTED BY JENKS, to make the change. ROLL CALL, TALLMAN YES, MCKELLAR YES, JENKS YES, ARSENAULT YES, KALISZ YES. Motion Carried

Kathy reported the new Janitor's performance so far was excellent.

ADJOURNMENT

MOTION BY JENKS, SUPPORTED BY KALISZ, to adjourn the meeting at 6:54p.m.
Motion carried.

NEXT MEETING OCTOBER 20, 2021