

Cook County Council on Aging Board of Directors

Monthly Board Meeting Minutes

Monday, January 9, 2023

Jan Smith (Chair) called the meeting to order at 1:30 PM.

Present: Jan Smith (Chair); Gwen Lenz (Vice Chair) Audrey Stattelmann (Secretary); Mary Charlier (Treasurer); Roger Linehan (Member at Large); Todd Smith (Member at Large); Larry Dean (Member at Large); Debra White (Cook County Board Liaison); Chris Bautch (Programs and Services Manager); and Lois Johnson (First & Second Store Coordinator); establishing a quorum.

Visitors: Ann Sullivan (previous Cook County Board Liaison).

Additions or Changes to the Agenda: Motion by Mary Charlier to change the following: Under New Business – change NSFCU Signers to Bank Signers; add administration fee discussion under the First and Second Thrift Store; and add time for board member comments after New Business effective today; second by Roger Linehan. Motion carried.

Public Comments: Ann Sullivan (previous Cook County Board Liaison) introduced Debra White who will now be the Cook County Board Liaison.

Board of Directors minutes of December 12, 2022; Board of Directors Ad Hoc Working Session of December 19, 2022; Email vote of all voting members of the Board of Directors on December 20, 2022 regarding increase of AEOA's 2023 monthly rental of the garage and office space at the Hub; and Executive Board minutes of January 4, 2023 presented. Motion to approve by Gwen Lenz; second by Roger Linehan. Motion carried.

First and Second Thrift Store

Lois Johnson presented a report prepared by Ann Mershon. They are still awaiting approval of the IRS 501c3 non-profit status. The store is in the process of dismantling. Winter clothing was donated to the Pine Ridge Indian Reservation. Much of the remaining inventory is being stored at Benny's Automotive. Lois Johnson thanked the CCCoA for our assistance of the transfer of the store to a non-profit status. A party will be held at the Hub when the pay-out checks are distributed.

Motion by Gwen Lenz to continue charging \$500/month administration fees to the First and Second Thrift Store payable to CCCoA until receipt of the completed IRS 501c3 status; second by Mary Charlier. Motion carried.

All the Coordinator's reports are on file in the Main office for public review.

Financial Report

The Cook County Council on Aging Financial report was presented. Motion to accept the CCCoA financial report by Roger Linehan; second by Mary Charlier. Motion carried. The CCCoA Executive Board will begin work on the 2024 budget earlier than in the past.

All the financial reports are on file in the Main office for public review.

Donations and Grants

\$6,136.05 unspecified: from the trust of Carl W. Fritsch and Carol D. Fritsch

\$200 unspecified: Larry Dean

\$100 unspecified: Patricia Campanaro

\$50 activities: Lois Johnson, in memory of Evalyn Carlson

Programs and Services Report

Chris Bautch presented her report for November/December 2022. The Hub was closed on December 15, 2022 due to weather. As severe weather was anticipated, extra food was delivered to the Meals on Wheels participants on December 14, 2022. She attended her first PHHS Advisory Council meeting. A disturbance incident occurred at the Hub on December 30, 2022 which resulted in contacting the Sheriff's Office. The Safety Committee has been assigned the task to offer recommendations/solutions for possible future situations.

Committee Reports:

Food Committee: No report.

Marketing Committee: Will present plan at the January 23, 2023 retreat for a "Love the Hub" activity.

Safety Committee: Has been assigned the task to offer recommendations/solutions for possible future disturbance issues at the Hub.. _____

Grant Committee: No report.

Policy Committee: No report.

All the Committee reports are on file in the Main office for public review.

Old Business

The Hub rental request and the Hub Rental Policy were presented. Motion to approve these two documents by Roger Linehan; second by Mary Charlier. Motion carried.

The AEOA Garage Lease for 2023 was tabled.

The Otto Bremer Grant Response is due on May 19, 2023.

The CCCoA Committees for 2023 were updated and Chair Jan Smith assigned each committee chair. Food Committee consists of: Chair – Todd Smith. Members - Jan Smith, Chris Bautch, and Carmen Kivi-Grogan.

Marketing Committee consist of: Chair – Larry Dean. Members – Roger Linehan, Todd Smith, Chris Bautch, Debra White, and Lois Johnson.

Safety Committee consists of Chair – Mary Charlier. Members – Gwen Lenz and Chris Bautch.

Grant Committee consists of Chair – Jan Smith. Members – Gwen Lenz, Chris Bautch, and Roger Linehan to assist.

Policy Committee consists of Chair – Audrey Stattelmann. Members – Mary Charlier and Chris Bautch.

A Strategic Planning/Work Day of the CCCoA Board is scheduled for January 23, 2023 from 9 AM – 3 PM. Chris Bautch and Carmen Kivi-Grogan will participate when available during the day.

New Business

Motion by Mary Charlier to remove Gwendolyn Lenz and add Mary Charlier and Jan Smith at NSCFU on the CCCoA account, the First and Second Thrift Store account, and credit card account. Also, to remove Gwendolyn Lenz and add Jan Smith at the Security State Band on the CCCoA account; second by Audrey Stattelmann. Motion carried.

Motion to continue the services of Cook County Tax and Accounting by Steve Fleace through 2023, excluding payroll, with quarterly evaluation of his services by the CCCoA Executive Board by Todd Smith; second by Roger Linehan. Motion carried.

Board Member Comments:

Positive comments from the public were shared. Encourage the community to come to the Hub and just have coffee.

Chair Jan Smith adjourned the meeting at 3:08 PM.

The next meeting of the Cook County Council on Aging Board is scheduled for

February 13, 2023 at 1:30 PM.

Respectfully submitted:

Audrey C. Stattelmann, Cook Council on Aging Secretary