

Cook County Council on Aging Executive Board of Directors
Monthly Meeting Minutes Wednesday, September 7, 2022

Present: Mary Charlier (Chair); Larry Dean (Vice Chair); Gwen Lenz (Treasurer); and Audrey Stattelman (Secretary).

Mary Charlier (Chair) called the meeting to order at 10:18 AM.

The agenda was determined for the Cook County Council on Aging Board of Directors monthly meeting scheduled for September 12, 2022.

Meeting adjourned at 11:50 AM.

Respectfully submitted by: Audrey Stattelman, Cook County Council on Aging Secretary

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

October 5, 2022

COOK COUNTY COUNCIL ON AGING
Minutes of Monthly meeting of the Board of Directors
September 12, 2022

Chair, Mary Charlier, called the meeting to order at 1:32 pm.

Present: Mary Charlier, Larry Dean, Gwen Lenz, Jan Smith, Ann Sullivan C.C.Liaison
AnnMarie Mershon-Thrift store coordinator, Christine Bautch Programs Manager.

Absent: Audrey Stattelmann

Changes to the agenda: add draft of Building use policy and membership on
Public Health & Human Services advisory board .

– under New Business. A Motion by Larry sec'd by Jan "to accept the changes to
the agenda, motion passed.

There were no 'Public Comments

The report of the Executive meeting of Sept 3rd was accepted.

The printed minutes of Board meeting on August 8th lead to a Motion by Jan, sec'd
by Larry "to accept the minutes as printed" Passed.They are on file in office.

The Store coordinator report was printed & read by Ann Marie. Ann Marie
requested that the discussion about the surcharge be brought up at this time so
she may leave earlier. Motion by Larry, sec'd by Jan "to change this discussion to
this time now" passed. The surcharge was discussed, our accountant had replied
via email, to this subject, stating he is not a lawyer, but felt more research was
needed, process was very involved. The board Tabled the subject, wanting more
research. It will be put on Old Business next meeting. The \$10.00 minimum on
Credit card sales is still in effect. Concerning sales sheets being delivered to HUB,
Gwen offered, weekly, to do so.

Financial reports given by our accountant as of July 2022. Motion by Jan, sec'd by
Larry "to accept the Financial reports" passed.

Donations & Grants

\$75 School Supplies Drive Cathy & Dennis Terry

\$50 School Supplies Drive Lois Johnson

\$25 School Supplies Drive Craig Peterson

\$500 School Supplies Drive Lions Club

\$100 Crafis (Sewing) Rosalie Ann Horton

\$200 unspecified Geri Jensen

\$35 unspecified Tom Novotny

\$600 Donation for parking lot use during Fisherman's Picnic-Lions Club

The total of \$1585 from individuals and the Lions Club of G.M. for 'school supplies' will be distributed to all the schools in Cook County. Cash will not be held, but donated for school children and will be divided according to student enrollment. Birch Grove \$162.50, Great Expectation \$162.50, ISD 166 will receive \$ 325.00. Public Health suggested a Visa card to school counselors. A Motion by Gwen, sec'd by Larry "to transfer funds in the form of a Visa card to school counselors to use as students have need" passed.

Programs Managers report: School supplies dropped off by Carmen & Chris. Grand Portage also received supplies.

Committee reports "Food" – will review cook's performance. "Marketing" has another news article submitted. "Safety" had written a report-completing last year's Grants; radon testing; storage concerns; facilities' rental draft. "Web site" not completely ready to start.

Old Business Great Place project grant – flower box planters will be planted soon And in spring. HUB bld. Door locks will have different vendor, due to illness of.

New Business contacted Licari Larson assoc. about 'Direct deposit' we had questions regarding contracted personnel. Motion by Larry, sec'd by Jan "to do 'direct deposit' for our employees – passed. Also contacted our accountant for reason of 'Direct deposit' for payroll; suggested he not take this on until next year. Our contracted cleaning service will continue to receive a check.

The board already discussed the surcharge. School supplies also covered earlier. Peterson's Audit report received and sent to PHHS to go with Grant request. with lack of a Director, Mary & Gwen signed forms.

'Key log' Mary showed the board the notebook and explained how to get old keys back and distribute new keys to organizations and groups using the HUB building. Hopefully by Nov 1st. Safety committee explained the "Facility and grounds rental policy" draft forms, fees were discussed. This was the first reading, vote to come to the next meeting. There were more questions, maybe a little tweaking needed. There had not been any data from any previous rental agreements kept.

The meeting was adjourned a little after 3PM.

Submitted by Gwen Lenz, secretary protium

Discussion continued about rental policy, who, fees, full day/half day, reoccurring organizations, faith organizations, etc.

Special Meeting and Motions of the Cook County Council on Aging Executive Board of Directors

September 23, 2022 - Phone/Zoom meeting

Present: Mary Charlier (Chair); Larry Dean (Vice Chair); Gwen Lenz (Treasurer); and Audrey Stattelma (Secretary).

Mary Charlier (Chair) called the meeting to order at 11:12 AM.

Purpose of meeting: Received notification of the sale of the building that the First & Second Thrift Store is currently located and that the lease will not be renewed.

Motion by Gwen Lenz to dissolve the DBA of the First & Second Thrift Store for the purpose of discussion; second by Audrey Stattelma. Motion by Gwen Lenz to rescind the motion; second by Audrey Stattelma. Motion carried.

Motion by Larry Dean to schedule an informational meeting on October 5, 2022 at 9 AM of the CCCoA Executive Board of Directors and Lois Johnson and Ann Marie Mershon, Store Coordinators/Managers of the First & Second Thrift Store to discuss the future of the DBA status of the First & Second Thrift Store; second by Gwen Lenz. Motion carried.

Motion by Larry Dean to discontinue all business activities of the First & Second Thrift Store at the current location by December 31, 2022; second by Gwen Lenz. Motion carried.

Meeting adjourned at Noon.

Respectfully submitted by: Audrey Stattelma, Cook County Council on Aging Secretary.