Northeast Michigan Community Service Agency, Inc.  
BOARD OF DIRECTORS  
Eagle Ridge Golf Club, Glennie, MI  
June 2, 2017

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:35 p.m.

President Pete Hennard welcomed Patrick Kelly, Oscoda County Commissioner.

**ROLL CALL**
- Stuart Bartlett  
- Lyn Behnke  
- Earl Corpe  
- Brenda Fournier  
- Lee Gapczynski  
- Jean Garratt  
- Thomas Green  
- Aubrey Haskell  
- Pete Hennard  
- Patrick Kelly  
- Albert LaFleche  
- Steve Lang  
- Jennifer Lopez  
- Danielle Martz  
- Mark McKulsky  
- John Morrison  
- Leonard Page  
- Sharon Priebe  
- Patricia Rondeau  
- Susan Root  
- Richard Sangster  
- Kathleen Vichunas  
- Gerald Wall  
- Rose Walsh  
- Carol Wenzel

**Excused:** Carol Athan, Ken Glasser, Meagan Holmes, Lisa Salgat

**Absent:** Melissa Holt, Corleen Proulx

Quorum present - yes

**Staff Members Present:**
- Lisa Bolen, Karen Godi, Tricia Grifka, Dorothy Pintar, Heidi Powers, Diane Price, Jim Robarge, Laurie Sauer, Fran Whitney, Val Williams and Sue Zolnierek

**APPROVAL OF AGENDA**
Motion by Gerald Wall to approve the agenda as presented. Support by Stuart Bartlett. All ayes, Motion carried.

**CONFLICT OF INTEREST DISCLOSURES**
None

Jennifer Lopez led the Board in the Pledge of Allegiance. 
Gerald Wall provided the blessing for the meal.
John Morrison provided reflections

**INTRODUCTION OF GUESTS AND PUBLIC COMMENT**
Members introduced their guests. Present staff introduced themselves to the board. President Pete Hennard welcomed Dan Doezeema from the Office of Aging & Adult Services Agency (AASA) and also Daire Rendon, State Representative for the 103rd district.
No public comment.

**ADMINISTRATIVE CONSENT AGENDA APPROVAL**
President Pete Hennard asked if anyone would like to pull any item from the Administrative Consent Agenda for further discussion or individual vote. None being noted – President Pete Hennard stated that the Administrative Consent Agenda including the following items

- a. Approval of May 2017 draft meeting minutes
- b. Receive and file April 2017 Head Start Policy Council meeting minutes
- c. Receive and file May 2017 Head Start Policy Council meeting minutes
- d. Receive and file April 2017 Regional Council on Aging meeting minutes

is adopted as presented.

**COMMUNICATION**
None

**INFORMATION ITEMS**

**Directors Report – Lisa Bolen**
Lisa Bolen read highlights from the Directors report that was distributed prior to the meeting.

**Special Presentation** – Becky Kwilinski, Foster Grandparent Volunteer. Becky read a poem she wrote about her volunteer experience as a Foster Grandparent.

**Financial Report – Jim Robarge**
Jim Robarge reviewed the Statement of Financial Condition for the Area Agency on Aging as well as the Head Start/Early Head Start recorded expenses as of May 31, 2017. The reports were distributed prior to the meeting.

**Motion** by Steve Lang to receive and file the Statement of Financial Condition for the Area Agency on Aging and the Head Start/Early Head Start recorded expenses as presented. Support by Stuart Bartlett. All ayes, Motion carried.

**Program Presentation** – Laurie Sauer, Area Agency on Aging Director provided a PowerPoint presentation on the Area Agency on Aging draft 2018 Annual Implementation Plan. The draft plan represents year 2 of the 3 year Multi-Year plan.

**COMMITTEE REPORTS**

**Program Planning and Evaluation Committee – Earl Corpe**
The committee met prior to the regular meeting to review and recommend for board approval the following items: submission of the Area Agency on Aging draft 2018 Annual Implementation Plan and acceptance of additional Emergency Solutions Grant funds from the Michigan State Housing Development Authority (MSHDA).

**Motion** by Steve Lang to approve submission of the Area Agency on Aging Draft 2018 Annual Implementation Plan as presented. Support by Albert LaFleche. All ayes, Motion carried.
Motion by Jean Garratt to resolve acceptance of additional Emergency Solutions Grant (ESG) Funds from Michigan State Housing Development Authority (MSDHA). Support by Lyn Behnke.

Roll Call Vote
Stuart Bartlett, yes; Lyn Behnke, yes; Earl Corpe, yes; Lee Gapczynski, yes; Jean Garratt, yes, Thomas Green, yes; Aubrey Haskill, yes; Pete Hennard, yes; Patrick Kelly, yes; Albert LaFleche, yes; Steve Lang, yes; Jennifer Lopez, yes; Danielle Martz, yes; Mark McKulsky, yes; John Morrison, yes; Leonard Page, yes; Sharon Priebe, yes; Pat Rondeau, yes; Susan Root, yes; Richard Sangster, yes; Kathleen Vichunas, yes; Gerald Wall, yes; Rose Walsh, yes; Carol Wenzel, yes.
24 yes, 0 no. Motion carried.

Audit/Finance Committee – Pete Hennard
The committee met prior to the regular meeting to review the audit proposals submitted for the financial audit and tax return preparation for the year ending September 30, 2017. The committee is recommending for Board approval the hiring of the auditing firm Wipfli LLP for a 1 year contracted price of $52,000. This agreement would also include a 1 year fixed price renewal option to be exercised at the Board’s discretion.

Motion by Pete Hennard to contract with Wipfli LLP for one year with option to renew. Support by Steve Lang.

Discussion.

Roll Call Vote
Stuart Bartlett, no; Lyn Behnke, no; Earl Corpe, yes; Lee Gapczynski, no; Jean Garratt, yes; Thomas Green, yes; Aubrey Haskill, yes; Pete Hennard, yes; Patrick Kelly, yes; Albert LaFleche, yes; Steve Lang, yes; Jennifer Lopez, yes; Danielle Martz, yes; Mark McKulsky, yes; John Morrison, yes; Brenda Fournier, yes; Leonard Page, yes; Sharon Priebe, yes; Pat Rondeau, yes; Susan Root, yes; Richard Sangster, yes; Kathleen Vichunas, no; Gerald Wall, yes; Rose Walsh, no; Carol Wenzel, yes.
20 yes, 5 no. Motion carried.

Membership Committee – John Morrison
The committee met prior to the regular meeting to review a membership recruitment packet.

Early Childhood Services Ad Hoc Committee – Jean Garratt
No meeting. No report.

Personnel Committee – Meagan Holmes
No meeting. No report.

NEW BUSINESS
No new business
There will be no board meeting in the month of July.

The August board meeting will be held at Grayling Country Club in Grayling, MI on August 4, 2017.

**Motion** by Albert LaFleche to adjourn the meeting at 1:58 p.m. Support by Earl Corpe. All ayes, Motion carried.

Date Prepared: June 2, 2017

Date Approved: 8-4-2017

K. Macle

Board Secretary

Date 8-9-2017