

**CHIPPEWA-LUCE-MACKINAC COMMUNITY ACTION
HUMAN RESOURCES AUTHORITY, INC.
BOARD OF DIRECTORS MEETING
AUGUST 7, 2024**

MINUTES

Members Present:

Kathy Twardy
Donn Riley
Dennis Hendrickson
James Traynor
Melinda VanderSys
Judy St. Louis-Scott
Becky Davis
Margaret Robbins
John Batchelder
Bill Henry

Members Absent

Kayla Pelter
Lisa Den Boer
Alexis Miller
Danielle Haske-Mielke
Andrew Rubinstein

Due to COVID-19 social distancing was practiced. Staff present: Mr. Joe Nolan, Ms. Heather Jackson, and Ms. Karen Gregg. Mr. Kenneth Talsma from Anderson, Tackman & Company was also present. A quorum was met.

Ms. Twardy welcomed the Board members and staff. She called the meeting to order with a roll call at 12:09 pm at the Sault Ste. Marie Country Club.

ELECTION OF OFFICERS

Ms. Davis motioned to approve all current officers as nominees and close the election. Ms. St. Louis-Scott seconded, and the motion passed unanimously. There were no other nominations on the floor.

- A. Chair – Ms. Twardy
- B. Vice Chair – Mr. Batchelder
- C. Secretary/Treasurer – Mr. Riley
- D. At-Large from Chippewa, Luce, and Mackinac Counties – Ms. Miller, Mr. Hendrickson & Ms. Haske-Mielke

BOARD CHAIR COMMENTS

Ms. Twardy thanked Ms. Jackson for her going above and beyond with our adult diaper program.

PUBLIC COMMENT

None.

CONSENT AGENDA

- A. Approval of Agenda, as presented;
- B. Approval of the May 29th, 2024 Meeting Minutes;
- C. Approval of the June-July Department Reports;
- D. Approval of the Consent Agenda, as presented.

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Mr. Hendrickson made a motion to approve the consent agenda with modification to the minutes changing Mr. Henry to Mr. Batchelder. Mr. Traynor seconded the motion. The motion carried unanimously.

BUSINESS ITEMS

Approval of the Monthly Expenditures

Mr. Riley stated that from May 23rd to August 7th which is a longer period of time. That our expenditures are \$1,040,226.29. It's larger than normal because we had to buy a new Dial-A-Ride bus. Mr. Riley moved that we approve the expenditures. The motion was supported by Mr. Batchelder. Motion passed unanimously.

Acceptance of Lisa Den Boer Resignation Letter

Mr. Nolan presented a letter to accept Ms. Den Boer's resignation. Ms. Twardy signed the letter for Mr. Nolan accepting this. Ms. St. Louis-Scott motioned to accept her resignation. Motion was seconded by Mr. Hendrickson. The motion carried unanimously.

Approval of the FY 23 Audited Financial Statements – Anderson Tackman

Mr. Talsma presented our audit Fiscal Year 2024 Financial Statements. Mr. Talsma reported that it was a clean audit. We ended at a healthy spot at the end of the year with a nice cushion. He has no issues to report to the board. Mr. Nolan indicated that while it may look like we increased our net income it was capital improvements from the fire in St. Ignace that we received from the insurance claim. Mr. Talsma stated that we were a great company to work with. Mr. Talsma stated that we have been very cooperative, helpful, and kind and fortunately, everybody gives us the same answers, and everybody seems to be on the same page. Ms. Twardy noted that we are a major employer in our area.

Ms. St. Louis-Scott motioned to accept the audited financial statements. This motion was supported by Ms. Davis. The motion carried unanimously.

Approval of the FY 25 CSBG Grant Application.

Mr. Nolan presented information on the CSBG grant. This is the backbone funding that makes us a Community Action. We have already posted our public notice. Ms. Robbins made a motion to support, seconded by Mr. Batchelder. The motion carried unanimously.

Approval of Weatherization Job for Weatherization Employee

Mr. Nolan presented an application for an employee in the Weatherization Department because this employee works for that department. The Bureau gave us directions stating that the employee cannot be home during the audits, they require a different staff to review, and the bottom line was for the CLMCAA BOD to sign off on the application. His name is Mr. Eric Rowell, and he has been with us for eleven years. Mr. Nolan has the full application for review. While this is a rare occurrence, but very appropriate for the Board to approve this. Mr. Riley motioned to support this. Mr. Traynor seconded. This motion was approved unanimously.

EXECUTIVE DIRECTOR REPORT

Mr. Nolan welcomed Ms. Gregg to her first CLMCAA Board meeting and shared she has caught on quickly. Mr. Nolan underlined the passing of the senior millage and thanked Board members for their

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efforts in educating the public about what services it provides. He shared the update on our marketing consultant, Nortia Consulting, and the boost our digital footprint has seen as well as record-breaking brat fundraising, we had for the homeless fundraiser fund. She is currently assisting us with 50 years of Dial-A-Ride marketing as well as Walk for Warmth, which has already received more donations this year than last year. The brat fundraiser raised 30 nights worth of shelter nights for families experiencing homelessness. Mr. Nolan updated the Board on our outreach program and how we have a staff member traveling to underserved areas with resources and further information for them. The staff member also has a tablet with our program applications on it and we can bring the application process to them by mobilizing it. Mr. Nolan shared that we had a positive organizational standards monitoring, UPCAP quality assurance monitoring, TEFAP monitoring and rapid rehousing monitoring with no findings needing resolved. He updated the Board on the MCA conference and that three staff members graduated from the Leadership Development Institute after a year of training. We will be sending three more staff members next year as well. Mr. Nolan shared that children will be returning soon for the school year and Head Start has been busy with their hiring. He shared that he and Ms. Gregg will be working on the budget and closing out grants for the next two months. He also gave an update on the St. Ignace Senior Housing unit addition, bringing the complex from 24 units to 30. He shared that we are still on track to apply for Newberry's complex in April of 2025. Mr. Nolan shared that Walk for Warmth will be on October 5th.

BOARD MEMBER COMMENTS

Mr. Hendrickson welcomed Ms. Gregg.

Ms. Twardy stated that Mr. Nolan and his staff are so much more present in the community, being active in events and on social media, and holding these fundraisers.

Ms. Davis recommended us reaching out to the new President of LSSU to seek further involvement with our agency. She indicated that he is very interested in reintegrating LSSU back into supporting and volunteering.

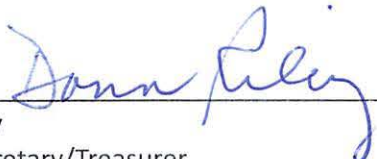
Mr. Riley shared that the millage passing with 80% approval is a positive reflection in the community.

ADJOURNMENT

Mr. Riley made a motion to adjourn. The motion was seconded by Mr. Batchelder. The motion carried unanimously.

NEXT MEETING

The next Board Meeting is scheduled for 12:00 pm on Wednesday, September 25th, 2024, in the Avery Square 2nd Floor Conference Room.

Signed:  _____
Donn Riley
Board Secretary/Treasurer