

OLDER PERSONS' COMMISSION DECEMBER 3, 2015

**MEETING** of the **OLDER PERSONS' COMMISSION** held at the Older Persons' Activity Center, 650 Letica Drive, Rochester, Oakland County, Michigan, 48307.

**CALL TO ORDER**

The Thursday, December 3, 2015, Governing Board meeting was called to order by Chairman Bikson at 5:00 p.m.

**ROLL CALL**

Present: 8) Stuart Bikson, Kevin Brown, John (Jack) Dalton, Terry Gonser, William Jandeska, Micheline Sommers, Lucy Strand, Mark Tisdel

Absent: 0)

**QUORUM PRESENT**

**Others Present:** Renee Cortright, Older Persons' Commission Executive Director  
Daniel Jenuwine, Richner & Richner Senior Consultant

**ADDITIONS/CHANGES TO THE AGENDA** - none

**PUBLIC COMMENT** - none

**APPROVAL OF THE NOVEMBER 5, 2015, MINUTES**

**MOTION** by Jandeska, supported by Brown, **Resolved**, to approve the Minutes of November 5, 2015, as presented.

Aye: 8) Bikson, Brown, Dalton, Gonser, Jandeska, Sommers, Strand, Tisdel

Nay: 0)

**MOTION CARRIED**

**APPROVAL OF THE NOVEMBER 5, 2015, CLOSED SESSION MINUTES**

**MOTION** by Jandeska, supported by Brown, **Resolved**, to approve the Closed Session Minutes of November 5, 2015, as presented.

Aye: 8) Bikson, Brown, Dalton, Gonser, Jandeska, Sommers, Strand, Tisdel

Nay: 0)

**MOTION CARRIED**

Secretary Strand collected the copies of the Closed Session minutes, initialed by each Commissioner, placed them in an envelope, sealed it, and gave it to the Recording Secretary for archive.

**UNFINISHED BUSINESS** - none

**NEW BUSINESS**

**Presentation by Richner & Richner**

Daniel Jenuwine, Senior Consultant at Richner & Richner stated, they are a fundraising consulting firm. After assessing the organization's history of fundraising, they create recommendations and strategies to improve their fundraising programs. He reviewed the objectives and qualifications of his firm, pointing out that their approach engages donors, volunteers and staff members to strengthen the organizations culture of philanthropy.

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After questions from the Board, E.D. Cortright was asked to come back with a proposal, or outline, as to the need for consulting services, including the cost for the study, and the cost of the implementation process, for discussion at the next meeting.

### **Change to Code of Conduct**

Per the request from the last meeting to obtain a legal opinion regarding carrying or concealing weapons, E.D. Cortright advised that the legal opinion recommended adding the verbiage, "illegally," to the OPC Code of Conduct number 13. Discussion concluded to revise the Code of Conduct, and remove number 13.

**MOTION** by Gonser, supported by Strand, **Resolved**, to eliminate number 13 from the OPC Code of Conduct.

Aye: 8) Bikson, Brown, Dalton, Gonser, Jandeska, Sommers, Strand, Tisdell

Nay: 0)

### **MOTION CARRIED**

**Exited Commissioner Gonser at 5:56 p.m.**

### **DIRECTOR'S REPORT**

E.D. Cortright reported the following:

- The Annual Giving Campaign was sent out this week to over 22,000 households, 50+, in the community.
- Tim Soave and E.D. Cortright will present the Transportation Millage Proposal, at the Oakland Township Trustees' Meeting, on December 8, 2015, with the goal to have the proposal on the March 8, 2016, ballot.
- New developments include a color newsletter, new website, and new software systems: My Senior Center, DM Payroll, Cincinnati Time Systems and Financial Edge.
- When the building was built in 2003, there had been an understanding that the walking track and billiard rooms were open to the public, due to the use of Community Development Block Grant Funds. Upon further investigation, any funds used from the Community Development Block Grant, when the building was built, have totally depreciated. Chairman Bikson stated, he spoke with E.D. Cortright, and recommended, with the new system and start of the new year, there needs to be control over the use of these areas by nonresidents. The Commissioners requested to post a sign, stating, that as of January 1, 2016, membership is required to use the facility including the walking track and billiard room.
- A successful Fire Drill was held on November 17<sup>th</sup>. Thanks to John Burmeister and Chief Cieslik, from the Rochester Fire Department, for guiding staff through the first fire drill at the center.
- OPC and two other charities were the recipients of the recent Stein Mart Grand Opening Fundraiser.

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- The \$6 Sale Fundraiser brought in over \$2,685.78 for the Program Department.
- Together with the Nutrition staff, employees of the Rochester Hills' Finance Department baked holiday cookies for the Meals on Wheels recipients.
- Due to the holiday schedule, the January 8, 2016, Board packets will go out on Monday, January 4, 2016.
- An Annual Meeting for OPC members has been set for February 4, 2016, at 6:00 p.m. There will be an overview of programs and services that OPC provides, along with a budget review.
- The OPC Nutrition Department cooked over 860 Thanksgiving meals on November 18<sup>th</sup>, with 250 served to members in the dining room, thanks to the donation of 30 turkeys from the Kiwanis.
- A special thank you to the following community partners for their ongoing support of the Meals on Wheels program in the three communities:
  - Sanctuary at Bellbrook for Thanksgiving Day dinner
  - American House Elmwood for Christmas Day dinner, delivered by the Lions Club
  - American House Stone for New Year's dinner
- Staff Holiday Party is Friday, December 18<sup>th</sup>, from 4:00 – 6:00 p.m.
- Upcoming OPC Events include:
  - "Fairy Christmas" on Friday, Dec. 4<sup>th</sup>, at 10:00 a.m. and 6:00 p.m.
  - "Swim with Santa" on Saturday, Dec. 5<sup>th</sup>, at 11:00 a.m. and 1:00 p.m.
  - See the "OPC Float" in the Rochester Parade, Sunday, Dec. 6<sup>th</sup>. Special thank you to Pixley Funeral Home for sponsoring the float. Kiwanis Pancake Breakfast in the OPC dining room from 7:00 a.m. – 1:00 p.m.
  - "5<sup>th</sup> Annual Indoor Triathlon" on January 16, 2016.

**COMMITTEE REPORTS**

**Finance Committee –**

- **Treasurer's Report** – Treasurer Dalton advised, the Committee did not meet.
- **Review of the Bills for the month of October, 2015, in the amount of \$186,299.45**  
**MOTION** by Brown, supported by Sommers, **Resolved**, to accept the October 2015, Bills, in the amount of \$186,299.45, as presented.  
Aye: 7) Bikson, Brown, Dalton, Jandeska, Sommers, Strand, Tisdel  
Nay: 0)  
Absent: 1) Gonser

**MOTION CARRIED**

**Facility Committee –**

Commissioner Brown advised that they met with representatives from PAR, regarding the land acquisition for future parking expansion. PAR expressed that they are interested in deeding over the property, with an existing barn building, if guaranteed

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access to the parking lot, when it is built. The Board will be apprised of future discussions.

**COMMISSIONERS' COMMENTS**

- Chairman Bikson wished Happy Holidays and commented, it was a year of good work.
- Treasurer Dalton wished Happy Holidays to the Board and staff.
- Commissioner Tisdell congratulated E.D. Cortright, and staff, for passing the millage.
- Commissioner Sommers wished everyone, and staff, a Happy New Year and Merry Christmas.
- E.D. Cortright advised that 250 poinsettias, donated by Ray and Mary Nicholson, were sent to the MOW recipients.

**ADJOURNMENT**

Chairman Bikson adjourned the meeting at 6:30 p.m.

**NEXT REGULAR MEETING – THURSDAY, JANUARY 7, 2016, AT 5:00 P.M.**

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LUCY STRAND, SECRETARY  
OPC GOVERNING BOARD

**Distribution:**

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