

OLDER PERSONS' COMMISSION DECEMBER 1, 2016

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 1, 2016, Governing Board meeting was called to order by Chairman Bikson at 5:00 p.m.

ROLL CALL

Present: 6) Mike Bailey, Stuart Bikson, John (Jack) Dalton, Dale Hetrick,
Micheline Sommers, Lucy Strand

Absent: 2) William Jandeska, Stephanie Morita

QUORUM PRESENT

Others Present: Renee Cortright, Older Persons' Commission Executive Director
Tim Soave, Older Persons' Commission Director of Finance

Chairman Bikson welcomed Mike Bailey to the Board.

ADDITIONS/CHANGES TO THE AGENDA

E. D. Cortright requested the addition of 6. a., Strategic Plan, to Unfinished Business. The request was approved by Chairman Bikson.

Entered Commissioner Morita at 5:03 p.m.

PUBLIC COMMENT - none

APPROVAL OF THE NOVEMBER 3, 2016, MINUTES

MOTION by Hetrick, supported by Bailey, **Resolved**, to approve the Minutes of November 3, 2016, as presented.

Aye: 7) Bailey, Bikson, Dalton, Hetrick, Morita, Sommers, Strand

Nay: 0)

Absent: 1) Jandeska

MOTION CARRIED

UNFINISHED BUSINESS

Strategic Plan

E.D. Cortright gave an update on the Strategic Plan progress, stating that Michael Spence and Dave Boerger, from SEMCOG, put together a SWOT analysis using last year's information from the Power Point Review, the Customer Service Relations Survey, the Richner and Richner Report and the previous Strategic Plan. She asked the Board for their input, by reviewing the analysis and making additions or deletions. Mr. Spence and Mr. Boerger requested to meet with Chairman Bikson, within the next couple of weeks.

E.D. Cortright advised that the Department Heads will meet in the afternoon on January 5, 2017, to give their input for the Strategic Plan. There will be a short Board Meeting at 5:00 p.m. After adjournment, the Board will stay for a Strategic Plan work session.

NEW BUSINESS - none

DIRECTOR'S REPORT

E.D. Cortright reviewed and highlighted the accomplishments from 2015 – 2016, the goals for 2017, and reported the following for December:

- The Annual Giving Campaign, sent to 26,000 50+ households in the three communities, collected \$18,920, to date.
- The \$6.00 Sale Fundraiser brought in \$2,685.78 for the Program Department.
- Together with the Nutrition Staff, Rochester Hills' Finance Department employees baked holiday cookies for the Meals on Wheels recipients.
- Discussion of scheduling another Annual Meeting for OPC members, possibly toward the end of February.
- On November 16th, the OPC Nutrition Department prepared over 800 Thanksgiving meals, including 200 meals in the dining room, made from the 30 donated turkeys from the Kiwanis.
- A special thank you to OPC's community partners, Sanctuary at Bellbrook, American House Elmwood, American House Stone, and the Rochester Lions, for their ongoing support of the Meals on Wheels Program during the holidays.
- The OPC Knitting and Crochet Group was recognized by the DMC for making 130 hats for "Wear Purple for World Prematurity Day," on November 17th.
- Ray and Mary Elizabeth Nicholson donated 300 poinsettias for Meals on Wheels, Adult Day Services, Commodity Foods and low income seniors. The poinsettias were purchased through the Rotary Club.
- A \$1,000 Women's Fund Grant was received for the A-OK Program.
- The Girl Scouts, and other community members, prepared 130 holiday baskets.
- The heat exchanger will be cleaned, which will help with the negative air pressure in the pool area.
- The Staff Holiday Party is December 16th, from 4 to 6 p.m. The Board is encouraged to attend.
- Upcoming Events at OPC:
 - Swim with Santa, December 3rd
 - OPC Float in the Rochester Christmas Parade, December 4th, with a special thank you to Pixley Funeral Home for sponsoring the float.
 - OPC's 5th Annual Indoor Triathlon, January 16, 2017

COMMITTEE REPORTS

Finance Committee –

- **Treasurer's Report** – no report
- **Review of the Bills for the month of October, 2016, in the amount of \$119,941.23.**

MOTION by Dalton, supported by Sommers, **Resolved**, to accept the October, 2016, Bills, in the amount of \$119,941.23, as presented.

Aye: 7) Bailey, Bikson, Dalton, Hetrick, Morita, Sommers, Strand

Nay: 0)

Absent: 1) Jandeska

MOTION CARRIED

- **Facility Committee** – no report

COMMISSIONERS' COMMENTS –

- Commissioner Hetrick wished everyone a great holiday and safe travels.
- Commissioner Bailey wished a great holiday, and said that it is a pleasure to be here and help in any way he can.
- Commissioner Morita welcomed Commissioner Bailey and congratulated him for his win in Oakland Township. She wished everyone a Happy Holiday.
- Treasurer Dalton welcomed Commissioner Bailey, and wished the Staff and Board a great holiday.
- Chairman Bikson welcomed Commissioner Bailey, and stated that it has been an outstanding year, thanking the Board and Staff.
- Secretary Strand stated that it was good to hear about the accomplishments, and a pleasure to meet Commissioner Bailey and have him on the Board. She wished a Merry Christmas and a Happy New Year to everyone.
- Commissioner Sommers stated, she appreciated the detail sent before the meeting, welcomed Commissioner Bailey, and wished everyone Happy Holidays. She suggested for 2017, to start the comments at the other end of the table.

ADJOURNMENT

Chairman Bikson adjourned the meeting at 5:45 p.m.

NEXT REGULAR MEETING – THURSDAY, JANUARY 5, 2017, AT 5:00 P.M.

Signed & Approved 1/5/17

LUCY STRAND, SECRETARY
OPC GOVERNING BOARD

Renee Cortright
Rochester City Offices
Rochester Hills Mayor & Council
Charter Township of Oakland Offices
OPC Website
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