

OLDER PERSONS' COMMISSION OCTOBER 5, 2017

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, October 5, 2017, Governing Board meeting was called to order by Chairman Bikson at 5:00 p.m.

ROLL CALL

Present: 6) Stuart Bikson, William Jandeska, Jim Kubicina, Stephanie Morita, Micheline Sommers, Lucy Strand

Absent: 2) Mike Bailey, John (Jack) Dalton

QUORUM PRESENT

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

ADDITIONS/CHANGES TO THE AGENDA - none

PUBLIC COMMENT

- Janice Singles, a Rochester Hills resident, stated, the Veterans' Connection Program, in September, had a \$1.00 fee to attend, and that the Veterans should not have been charged.

MISSION MOMENT - none

APPROVAL OF THE SEPTEMBER 7, 2017, MINUTES

MOTION by Sommers, supported by Kubicina, **Resolved**, to approve the Minutes of September 7, 2017, as amended.

Aye: 5) Bikson, Kubicina, Morita, Sommers, Strand

Nay: 0)

Absent: 2) Bailey, Dalton

Abstain: 1) Jandeska

MOTION CARRIED

NEW BUSINESS

Approval of Trust Agreement Resolution

Mr. Soave advised that OPC was notified as a recipient of a \$20,000 trust. He requested approval of the Trust Agreement Resolution which will give OPC the ability to accept the trust monies.

MOTION by Morita, supported by Jandeska, **Resolved**, to approve the Trust Agreement Resolution, as presented.

Aye: 6) Bikson, Jandeska, Kubicina, Morita, Sommers, Strand

Nay: 0)

Absent: 2) Bailey, Dalton

MOTION CARRIED

Approval of Revised Record Retention Policy

Mr. Soave requested revisions to the Record Retention Policy, as AAA1-B, now requires the retention of all records, pertaining to the Nutrition Grant, for 10 years. The revisions, also, eliminate reference to Rochester Hills as the paying agent, which is no longer needed.

MOTION by Strand, supported by Sommers, **Resolved**, to approve the revisions to the Record Retention Policy, as presented.

Aye: 6) Bikson, Jandeska, Kubicina, Morita, Sommers, Strand

Nay: 0)

Absent: 2) Bailey, Dalton

MOTION CARRIED

Approval of Revisions to the Resident and Nonresident Policy

Mr. Soave requested revisions to the Resident and Nonresident Policy, approved November of 2016. The revisions better clarify residency and the documents needed to prove residency.

MOTION by Strand, supported by Jandeska, **Resolved**, to approve the revisions to the Resident and Nonresident Policy, as presented.

Aye: 6) Bikson, Jandeska, Kubicina, Morita, Sommers, Strand

Nay: 0)

Absent: 2) Bailey, Dalton

MOTION CARRIED

DIRECTOR'S REPORT

E.D. Cortright reported the following:

- The 50+ Expo was a successful event, with great feedback from sponsors, exhibitors, and attendees. Thank you to the committee of Laure Unkart and Carla Graham, the team effort from all staff, and St. Paul's Methodist Church for the use of their parking lot for the shuttle service, and all the volunteers.
- The Apple Pie Fundraiser was a success with 1,400 pies sold, raising over \$13,000 in support of Meals on Wheels. Thank you to the staff, Rochester Fire Department, and volunteers. Becky Wuornos, Nutrition Manager, baked a pie live on Fox 2 and there was nice press from the Art & Apples team.
- Senior Day at the Park had 400+ members in attendance. The day included a picnic lunch served by staff and Mayor Bryan Barnett, and entertainment by the Rochester High School Falcon Marching Band, OPC Line Dancers, Guitar Group, Belly Dancers, Zumba and the Michigan Ballet Theatre.
- E.D. Cortright presented to the Avon on the Lake Residents' Association information about the programs and services at OPC.
- A representative from the MI Nonprofit Association's Highway T reviewed the IT services per the MNA Technology Grant. He complimented OPC on the current IT setup and capital expenditure program.

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- Welcome Bethany Hagerman-Rosetti, who is OPC's new Member Services Representative.
- OPC hosted a Fall Prevention Workshop, facilitated by Nancy Butty from the Rochester Hills Fire Department, to promote awareness of Fall Prevention Day, on September 22, 2017. Representatives from area Fire Departments, hospitals, home care and senior housing personnel, were present.
- The Dance for Parkinson's class was taped by Channel 62, and will be broadcast at various times throughout the month.
- The OPC Management Team had HR training on coaching, last week.
- Ron Davis, a bus driver for 9+ years, retired last week at the age of 78.
- There will be a retirement party for Carol Northey on November 3, at 5:00 pm, to celebrate her 30 years as a bus driver at OPC.
- Plante Moran chose OPC as the recipient of their Employee Giving Campaign this year. The employees brought in over \$9,000 in support of the OPC Mission, in September. They will be volunteering throughout the year, plus holding various fundraisers for OPC.
- The Junior Women's Club held their Lobster Boil on Saturday, September 30, and a portion of the proceeds will benefit the Meals on Wheels Program.
- Marye Miller will be inducted into the MParks Hall of Fame tonight.
- Upcoming Events at OPC:
 - A Perfect Pairing, Wine Tasting, October 12, 2017
 - A Tribute to the Stars with Gregg Jaqua, October 19, 2017
 - OPC Craft Show, October 28, with 75 creative artisans
 - A Musical Journey through Time, variety show, November 1, 2, 3, 8, 9 and 10, 2017

COMMITTEE REPORTS

Finance Committee –

- **Treasurer's Report** – no report

MOTION by Morita, supported by Jandeska, **Resolved**, to accept the monthly financial reports.

Aye: 6) Bikson, Jandeska, Kubicina, Morita, Sommers, Strand

Nay: 0)

Absent: 2) Bailey, Dalton

MOTION CARRIED

Facility Committee –

Commissioner Kubicina stated that the Facility met, together with E.D. Cortright, to review the RFP's submitted for the engineering study, to build a parking lot on the donated PAR

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land. Two companies responded to the RFP, Spaulding DeDecker from Rochester and the Spicer Group from Saginaw. Commissioner Kubicina said the Committee is recommending Spaulding DeDecker. The bid information will be forwarded to the entire Board, so a motion for approval can be made at the next meeting.

COMMISSIONERS' COMMENTS

- Secretary Strand congratulated the Executive Director on successful Pie and 50+ Expo Fundraisers. She called attention to a political flyer for Nancy Salvia, who is running for election on the Rochester Council, containing a photo of Marye Miller, Executive Director Emeritus, and a picture taken at OPC, with OPC seniors.
- Commissioner Kubicina congratulated for a successful pie sale.
- Commissioner Morita stated that she purchased two pies, and they were delicious.
- Commissioner Jandeska said, he is amazed with all the activities, and everyone is doing a wonderful job.

ADJOURNMENT

Chairman Bikson adjourned the meeting at 5:40 p.m.

NEXT REGULAR MEETING – THURSDAY, NOVEMBER 2, 2017, AT 5:00 P.M.

LUCY STRAND, SECRETARY
OPC GOVERNING BOARD

Distribution:

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