

OLDER PERSONS' COMMISSION NOVEMBER 2, 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, November 2, 2017, Governing Board meeting was called to order by Chairman Bikson at 5:00 p.m.

ROLL CALL

Present: 7) Stuart Bikson, John (Jack) Dalton, William Jandeska, Jim Kubicina, Stephanie Morita, Micheline Sommers, Lucy Strand

Absent: 1) Mike Bailey

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 - none

MISSION MOMENT - none

APPROVAL OF THE OCTOBER 5, 2017, MINUTES

MOTION by Dalton, supported by Sommers, **Resolved**, to approve the Minutes of October 5, 2017, as presented.

Aye: 7) Bikson, Dalton, Jandeska, Kubicina, Morita, Sommers, Strand

Nay: 0)

Absent: 1) Bailey

MOTION CARRIED

NEW BUSINESS

Fund Development Plan Report

E.D. Cortright updated the Commissioners on the progress of the goals established in the Richner & Richner Fund Development Plan. She presented a report listing the goals, status of each goal, and whether it is completed, ongoing or in process. E.D. Cortright, also, presented a Fund Development update as to the current and future status of the program.

Strategic Plan

E.D. Cortright reviewed the progress of the Strategic Plan, put together by SEMCOG in January, 2017. She presented a Strategic Initiatives Planner 2017 – 2019 Report, which highlighted the strategies, champion of action, and measure of success and achievement. Chairman Bikson suggested a periodic report on the progress of the strategies.

DIRECTOR'S REPORT

E.D. Cortright reported the following:

- Due to a difficult time with weekend staffing and coordinating volunteers, there is a new weekend procedure for the Meals on Wheels Program. OPC will no longer

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provide hot delivered meals on the weekends. If a client has weekend delivery, two frozen meals will be delivered on Friday. A letter was sent to each Meals on Wheels client and volunteer drivers.

- Successful events in October, due to the team effort across all OPC Departments:
 - 50+ Expo – 1,000 participants, 80 vendors, 7 sponsors and 2 food trucks
 - A Perfect Pairing – Cheese and Wine Tasting
 - Art & Craft Sale – 600+ attendees, 75 artisans, 2 food trucks
- E.D. Cortright gave presentations in October to:
 - Patriot 101.5, a radio interview with Wendy Jones from Next Step 4 Seniors
 - Women's Council of Realtors, and was presented with a \$1,000 check, raised from their June Golf Outing
 - Five Star Connection
 - Oakland County Echo Active Living Group
 - Our Common Future Conference
- The Annual Giving Campaign will be mailed by mid-November to approximately 25,000, age 50+ households in the three communities, plus nonresident members.
- The 15th Annual Charity Event, at the Royal Park, is planned for Saturday, April 28th.
- E.D. Cortright attended the Michigan Directors of Services to the Aging/Michigan Association of Nutrition Professionals/MI Adult Day Service combined conference.
- OPC is a Voting Precinct for the November 7, 2017, election. This is a great opportunity to market to prospective members, and our constituents.
- The Rochester Kiwanis are donating 30 turkeys for the Thanksgiving Lunch on Wednesday, November 15th, when over 500 meals are prepared, served and delivered to both the homebound seniors and congregate sites,
- Upcoming parties include: a retirement party for Carol Northey, a minibus driver for 30 years, on November 3rd, and the Staff Holiday Party, on December 14th.
- Going live with online registration on December 1st.
- Upcoming events at OPC:
 - "A Musical Journey through Time," November 1, 2, 3, 8, 9 and 10, 2017
 - "Rewired not Retired," Healthy Relationships & Bodies, November 15, 2017
 - Mark Tisdell Concert, November 17, 2017
 - Michigan Vietnam Veteran Traveling Memorial, November 9, 2017
 - "Being Mortal," screening of the PBS frontline film, November 16, 2017
 - New Fitness Classes, Basic Training Burn and Extreme Body Blast, beginning November 7, 2017

COMMITTEE REPORTS **Finance Committee –**

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- **Treasurer's Report** – Treasurer Dalton stated that the Committee did not meet. Mr. Soave stated that FY2017 will be closed by tomorrow. The auditors are coming on Monday.

Facility Committee –

E.D. Cortright, stated that two companies responded to the RFP for the parking lot engineering study, Spaulding DeDecker from Rochester and the Spicer Group from Saginaw. She reviewed the RFP with the Board, from Spaulding DeDecker, who was recommended by the Facility Committee. The Committee is requesting the Board to accept the proposal submitted by Spaulding DeDecker, for the parking lot study, in the amount of \$13,900.00.

MOTION by Dalton, supported by Jandeska, **Resolved**, to accept the RFP for the parking lot study proposal, submitted by Spaulding DeDecker, in the amount of \$13,900.00.

Aye: 7) Bikson, Dalton, Jandeska, Kubicina, Morita, Sommers, Strand

Nay: 0)

Absent: 1) Bailey

MOTION CARRIED

COMMISSIONERS' COMMENTS

- Secretary Strand stated that OPC continues to have many interesting and successful events, with many more coming.
- Commissioner Kubicina stated, he is looking forward to the Veterans' program events at OPC and also at the Veterans Memorial Point.
- Treasurer Dalton echoed Commissioner Kubicina's comment, and inquired about Swim with Santa.
- Vice-Chairman Sommers thanked E.D. Cortright and staff for hosting the Geriatric Social Workers' of Southeast Michigan Oakland Chapter, and for letting them use OPC their venue. Vice-Chairman Sommers was a greeter that day and said everyone had positive comments on the building.
- Commissioner Morita requested .pdf's of the upcoming events, including the Mark Tisdell Concert, to include at the Rochester Hills' Council Meetings.
- Commissioner Jandeska commented on the Gala.

ADJOURNMENT

Chairman Bikson adjourned the meeting at 6:00 p.m.

NEXT REGULAR MEETING – THURSDAY, DECEMBER 7, 2017, AT 5:00 P.M.

LUCY STRAND, SECRETARY
OPC GOVERNING BOARD

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