

OLDER PERSONS' COMMISSION JANUARY 4, 2018

**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, January 4, 2018, Governing Board meeting was called to order by Chairman Bikson at 5:00 p.m.

**ROLL CALL**

Present: 6) Mike Bailey, Stuart Bikson, William Jandeska, Stephanie Morita, Micheline Sommers, Lucy Strand

Absent: 2) John (Jack) Dalton, Jim Kubicina

**QUORUM PRESENT**

**Others Present:** Renee Cortright, Older Persons' Commission Executive Director  
Tim Soave, Older Persons' Commission Director of Finance  
Lisa Manetta, Plante & Moran, PLLC  
Andrew Leong, Plante & Moran, PLLC

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

**PUBLIC COMMENT** - none

**MISSION MOMENT** - none

**APPROVAL OF THE DECEMBER 7, 2017, MINUTES**

**MOTION** by Jandeska, supported by Sommers, **Resolved**, to approve the Minutes of December 7, 2017, as presented.

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

Nay: 0)

Absent: 2) Dalton, Kubicina

**MOTION CARRIED**

**NEW BUSINESS**

**FY2017 Audit Review – Plante Moran**

Lisa Manetta from Plante & Moran, PLLC, presented the Fiscal Year 2017 Audit Review, year ending September 30, 2017, and reported that it was a smooth audit process and a solid financial year. The report gave an unmodified opinion, or clean audit, in accordance with accounting rules for governmental entities, and is materially stated correct at the highest level of assurance. Andrew Leong, Plante & Moran, PLLC, gave highlights of the revenue and expenditures, net position, and the increase to the general fund balance. Ms. Manetta reviewed the Letter of Comments, and informed the Board that the Letter of Transmittal, providing background and analysis of the year, was written by Mr. Soave.

**MOTION** by Bailey, supported by Morita, **Resolved**, to accept the FY2017 Audit Report from Plante & Moran.

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

Nay: 0)

Absent: 2) Dalton, Kubicina

**MOTION CARRIED**

**2018 Meeting Dates**

E.D. Cortright proposed ten dates for 2018 OPC Governing Board Meetings, which are the first Thursday of the month, with the exception of the July and November meeting, and no meetings in August and December.

After discussion, the Commissioners agreed to keep the November meeting to the first Thursday of the month, and still hold a December meeting. 2018 OPC Governing Board meeting dates are as follows:

**January 4, February 1, March 1, April 5, May 3, June 7, July 12, August (no meeting), September 6, October 4, November 1, and December 6.**

**MOTION** by Strand, supported by Sommers, **Resolved**, to accept the proposed 2018 OPC Governing Board meeting dates with changes.

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

Nay: 0)

Absent: 2) Dalton, Kubicina,

**MOTION CARRIED**

**Election of Officers**

**MOTION** by Morita, supported by Strand, **Resolved**, to approve the existing slate of officers for 2018.

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

Nay: 0)

Absent: 2) Dalton, Kubicina

**MOTION CARRIED**

The officers are: **Stuart Bikson, Chairman, Micheline Sommers, Vice-Chairman, Lucy Strand, Secretary and John (Jack) Dalton, Treasurer.**

**Approval of Special License for 2018 Events**

E.D. Cortright asked for approval of a Special License Application, with the Liquor Control Commission, for eight special events in 2018.

**MOTION** by Strand, supported by Bailey, **Resolved**, to approve the Special License Application for 2018 Events.

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

Nay: 0)

Absent: 2) Dalton, Kubicina

**MOTION CARRIED**

**DIRECTOR'S REPORT**

E.D. Cortright reported the following:

- OPC had another standout, "Twist and Shout," float in the Rochester Christmas Parade. Thanks to Matt Spierling, and other OPC staff for designing the float, parade walkers, float dancers, and Stoney Creek High School student, Rex Bell, aka Ferris Bueller.

## OLDER PERSONS' COMMISSION JANUARY 4, 2018

- The Annual Giving Campaign was a big success with donations exceeding \$50,350.
- Annual Review for OPC members will be held on February 21, 2018, at 10:00 a.m. in the dining room.
- The Rochester Post highlighted the benefits of the Savvy Senior Program to seniors and their caregivers in a recent issue of the newspaper. Congrats to Laure Unkart for coordinating this program, which provides presentations on topics of interest to the 50+ and their families.
- Review of year end program and service participation numbers at OPC:
  - Members – 12,901
  - Classes offered – 617
  - Computer class participants – 4,616
  - Walked the track – 35,078
  - Classes and open swim – 29,878
- The Senior Resource Department received a grant for \$925 from the First Congregational Church in support of the AOK Program.
- A member who continually violated the Code of Conduct Policy, adopted by the OPC Governing Board in 2015, was informed today that they will no longer have Center privileges.
- Thank you to Commissioners Jandeska and Bailey for participating in the Holiday Staff Party, and to those Board members who contributed toward the fun celebration.
- Upcoming events at OPC:
  - 5<sup>th</sup> Annual Indoor Triathlon, January 20, 2018
  - Terrific Tuesday, January 10, “Hooray for Hollywood”
  - Savvy Seniors, January 23, 2018, Elder Law
  - Club 650, February 15, 2018, “Oldies But Goodies”

### **COMMITTEE REPORTS**

#### **Finance Committee –**

- **Treasurer's Report** – no report

Commissioner Morita requested from Mr. Soave, to schedule a Finance Committee meeting. He will get back with the Committee Members with a date, after consulting with Treasurer Dalton, Finance Committee Chair.

**MOTION** by Morita, supported by Bailey, **Resolved**, to accept the Statement of Revenues and Expenditures, and Statement of Net Position reports for November, 2017, prepared by Mr. Soave.

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

Nay: 0)

Absent: 2) Dalton, Kubicina

**MOTION CARRIED**

- **Facility Committee** – no report

**COMMISSIONERS' COMMENTS**

- Secretary Strand stated that the atrium is very attractive. She attended the Women's Christmas Luncheon where the menu was delicious, and the Christmas Program presented was most enjoyable. Secretary Strand complimented Mr. Soave, Finance Director, and E.D. Cortright on the audit report.
- Chairman Bikson stated that in the new year, the Board needs to look at OPC's goals and objectives for spending priorities. He requested a report from E.D. Cortright regarding Leisure Travel overseas trips, to discuss at the next meeting.
- Vice-Chairman Sommers wished a Happy New Year to the staff and thanked them for their hard work.
- Commissioner Morita informed Administration that in order for OPC flyers to be displayed at the Rochester Hills Council meetings, the pdf's must be emailed to her no later than the Friday before the Council's Monday meeting.
- Commissioner Jandeska wished everyone a Happy New Year.
- Commissioner Bailey stated he is looking forward to taking swimming lessons at OPC.

**ADJOURNMENT**

Chairman Bikson adjourned the meeting at 6:10 p.m.

**NEXT REGULAR MEETING – THURSDAY, FEBRUARY 1, 2018, AT 5:00 P.M.**

Signed & Approved 02/01/17

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LUCY STRAND, SECRETARY  
OPC GOVERNING BOARD

**Distribution:**

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