

OLDER PERSONS' COMMISSION SEPTEMBER 6, 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, September 6, 2018, Governing Board meeting was called to order by Chairman Bikson at 5:00 p.m.

ROLL CALL

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

Absent: 1) William Jandeska,

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

Pete LaBarbera, a Rochester Hills resident, stated that his emails to the Board were not answered, and is disappointed in the elimination of the Performing Arts Department Head Position. He asked the Board to consider a "Meet the Board Day" so people can discuss their issues.

Secretary Strand commented she did not receive his email. Chairman Bikson stated that the Board is open for comments at the Board meetings, and can be contacted at any time.

MISSION MOMENT

E.D. Cortright shared a photo of the Car Show, held on July 28, 2018, with 140 cars on display, owned by members and guests from the communities. Thank you to Matt Spierling, Jeremy Ridky, Melissa Schneider, Kelly Dean, Comfort Keepers, and others, who made the day a success.

APPROVAL OF THE JULY 12, 2018, MINUTES

MOTION by Dalton, supported by Sommers, **Resolved**, to approve the Minutes of July 7, 2018, as presented.

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

Nay: 0)

Absent: 1) Jandeska

MOTION CARRIED

NEW BUSINESS

Approval of the Revised Proposed OPC Use of Facilities and Resources Policy

Tim Soave stated that he revised the Policy, proposed at the July 12, 2018, meeting to clarify paragraph 2, regarding outside organizations. Commissioner Morita commented that clarification of the gray areas, in the updated language regarding outside organizations, is still needed. Chairman Bikson requested to table the Policy until the October meeting for revision.

Approval of the Proposed Revision to the Capital Asset Management Policy

Tim Soave requested approval of revisions to the existing Capital Asset Management Policy, to update the Policy by eliminating the effective dates in paragraph 6.1.

MOTION by Bailey, supported by Morita, **Resolved**, to adopt the changes to the Capital Asset Management Policy, as presented.

Aye: 7) Bailey, Bikson, Dalton, Kubicina, Morita, Sommers, Strand
Nay: 0)
Absent: 1) Jandeska

MOTION CARRIED

Approval of the Proposed Financial Reporting Policy

Tim Soave requested approval of a new standard accounting policy, clarifying accounting methods, and streamlining accrual procedures, by setting a dollar amount threshold to eliminate small accrual amounts, during the fiscal year end closing process.

MOTION by Morita, supported by Kubicina, **Resolved**, to approve the Proposed Financial Report Policy, as presented.

Aye: 7) Bailey, Bikson, Dalton, Kubicina, Morita, Sommers, Strand
Nay: 0)
Absent: 1) Jandeska

MOTION CARRIED

Approval of the OPC Budget and Budgetary Compliance Policy

Tim Soave requested approval of a new standard policy, which matches the budgetary procedures already in existence, incorporating them into a policy form.

MOTION by Strand, supported by Kubicina, **Resolved**, to approve the OPC Budget and Budgetary Compliance Policy, as presented.

Aye: 7) Bailey, Bikson, Dalton, Kubicina, Morita, Sommers, Strand
Nay: 0)
Absent: 1) Jandeska

MOTION CARRIED

2019 Building Closures

E.D. Cortright reviewed and requested approval of the proposed 2019 Closures and Special Events.

MOTION by Bailey, supported by Strand, **Resolved**, to approve the 2019 Closures and Special Events, as presented

Aye: 7) Bailey, Bikson, Dalton, Kubicina, Morita, Sommers, Strand
Nay: 0)
Absent: 1) Jandeska

MOTION CARRIED

Continued Discussion of the 2020 Millage Renewal on the 2019 Ballot

E.D. Cortright informed that she has been meeting with Christine Lind Hage, Director of the Rochester Hills Public Library, who is looking at an increased millage in 2019, which

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is an opportunity for OPC, and the Library, to go together on the ballot to save costs. E.D. Cortright stated that a decision must be made as to the ballot year and millage rate so she can start the process. Commissioner Morita requested the Finance Committee do a study and present a recommendation to the Board. Chairman Bikson referred the millage study to the Finance Committee.

DIRECTOR'S REPORT

E.D. Cortright reported the following:

- OPC is back in the park selling apple pies at the Art & Apples Festival on September 8. Pies are also available at the drive thru line. Thanks to the members, volunteers from Chrysler, guests and the OPC Team members, for coordinating the setup, making, baking and selling of 1,400 pies.
- OPC member Kim Whitney, from Rochester Hills, was crowned the 2018 Ms. Senior Michigan. Kim will be singing at the picnic.
- The Plante Moran Employee Giving Program, PM Cares, raised \$13,261.68, in support of the Meals on Wheels Program, and other areas that help seniors in need.
- The OPC Budget FY 2019 – 2021 Proposed Budget was approved by the Rochester City Council and Oakland Township Trustees in August. It will go before the City of Rochester Hills for approval on September 24.
- Senior Day at Bloomer Park, held on September 12, from 9:30 am to 2:30 pm, is a free event, which includes a picnic lunch and day long entertainment. This year OPC is celebrating its 35th Anniversary by recognizing Marye Miller, and other supportive community members, who were integral in providing funds to build and furnish the facility.
- A RAP Grant was received to provide video cameras in the woodshop for added safety precautions.
- Upcoming fundraising events: Scrapbooking Day on October 20, from 9:00 am to 9:00 pm, and the Artisan Market on November 3, from 9:00 am – 4:00 pm.
- E.D. Cortright recognized Tom Martin, Department Head of Transportation, who decided to retire after 11 years. His position will be posted within the next few weeks.
- Upcoming events at OPC:
 - Lomas Brown presentation on Second Act Careers, September 19
 - Savvy Seniors, "Learn How to Stop the Bleed and Save a Life," September 19
 - Riverstrings Concert, September 21
 - 50+ Expo, October 4 – Over 90+ exhibitors with information on housing, travel, nutrition, finances, and health screenings.

COMMITTEE REPORTS

Finance Committee

- **Treasurer's Report** – no report

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MOTION by Morita, supported by Sommers, **Resolved**, to accept the Financial Statements presented for July, 2018.

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

Nay: 0)

Absent: 1) Jandeska

MOTION CARRIED

- **Facility Committee** – no meeting

COMMISSIONERS' COMMENTS

- Secretary Strand commented to Mr. Soave about our good Fund Balance, and inquired about the water interruption with E.D. Cortright.
- Commissioner Kubicina thanked Carla Graham for sending the pdf's of upcoming events. He stated he takes pride in getting back with residents, and unfortunately, missed responding to the email sent by Mr. LaBarbera. He is always available.
- Chairman Bikson informed that E.D. Cortright and Mr. Soave's presentation to the Rochester City Council was well received. He thanked them for the nice presentation.
- Vice-Chairman Sommers congratulated Tom Martin on his retirement. She informed that Gene Burns, a long time Board member, passed away last week.
- Commissioner Morita requested on the next Agenda, open discussion on the 650 Players. She also requested a time line of the process of hiring a new Director.
- Commissioner Bailey thanked E.D. Cortright, and Mr. Soave, for the presentation to the Oakland Township Trustees, which was well received, and approved. He seconds Commissioner Morita's request for an Agenda item for the 650 Players discussion, as there is a need for a resolution.

ADJOURNMENT

Chairman Bikson adjourned the meeting at 6:35 p.m.

NEXT REGULAR MEETING – THURSDAY, OCTOBER 4, 2018, AT 5:00 P.M.

Signed & Approved 10/04/18

LUCY STRAND, SECRETARY
OPC GOVERNING BOARD

Distribution:

OPC Governing Board (8)
Renee Cortright
Rochester City Offices
Rochester Hills Mayor & Council

Charter Township of Oakland Offices
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