

KOOTENAI SENIOR CITIZENS, INC.
Board Meeting
January 12, 2023

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 1:01 p.m. on January 12, 2023. Present were Bonnie Larson, President, Craig Carton, Secretary, Nancy Trotter Higgins, Treasurer, Denise Whedon, Ernie Anderson, and Diane Cotcher, Trustees. George Graczik was unable to attend. A quorum was established.

Minutes of the December 8, 2022 meeting were distributed and reviewed. A motion was made by Ernie Anderson and seconded by Diane Cotcher to approve the minutes as presented. Unanimous.

The treasurer's report was distributed. Expenditures and revenues were reviewed. A motion was made by Denise Whedon and seconded by Diane Cotcher to approve the report as presented. Unanimous. Bank balances were reviewed and discussed. We received several cash donations. Diane Cotcher will send thank you notes.

Darla Winn and Dulcie Wallace joined the meeting. Darla gave the Site Manager's report. Ernie Anderson will contact Dustin Webb regarding the serve safe testing. Dulcie Wallace, Denise Whedon and Ernie Anderson are interested in taking the test. We are still waiting for information on the cooler. Food Services provided quotes on two new coolers. Darla likes the less expensive one. Nancy will use that information to complete the kitchen equipment grant and get it to Area VI Agency on Aging. We should consider replacing the convection oven as it doesn't cook evenly. Ernie Anderson has been working on the broken window blind. He sanded the cutting boards and installed the outdoor cameras. Board members were given information on an intruder in the building. We are required to get approval from the residents if we install cameras inside the building. Darla and Dulcie talked to all the residents and they are in favor of installing an indoor camera. Bonnie Larson will follow up with the company that was coming to look at replacing the lock on the outside door. David French donated bacon and sausage patties. Diane Cotcher will send a thank you to him. Darla would like to set up an account with Glacier Foods. They have a \$250 minimum order limit. Some of their prices are better than Food Services. Darla provided information on the staff member who is out on a family medical issue.

Bonnie Larson will discuss the fascia painting with Josh Moore. The personnel policy will be discussed at the February meeting. Bonnie will talk to the lock company regarding new locks on the front door and replacement keys on several other doors. Ernie Anderson will check on the lights and fixtures in the kitchen and report back at the next meeting. The tax exemption paperwork has been submitted to the Department of Revenue. The general meeting mailing was done by Diane Cotcher. Diane Cotcher, Ernie Anderson and Nancy Trotter Higgins will meet on January 19th at 1:00 p.m. to count the ballots and get the membership cards out to the members.

Building security was discussed. Nancy Higgins will draft a memo to the residents requesting written permission to install an indoor camera and to remind residents that they need to lock the outside door every time they go outside. Bonnie requested that we ask the residents to help us to keep them safe by not sharing their keys.

Bonnie Larson was contacted by the CARD Clinic. They would like to partner with us. She will contact them to get additional information on what they are requesting.

The next meeting is scheduled for February 9, 2023.

With no further business, a motion was made by Ernie Anderson and seconded by Denise Whedon to adjourn. Unanimous.