

KOOTENAI SENIOR CITIZENS, INC.

Board Meeting

January 18, 2024

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 12:22 p.m. on January 18, 2024 by President Ernie Anderson. Present were Ernie Anderson, President, Nancy Trotter Higgins, Acting Secretary/Treasurer, Denise Whedon and Mark W. Burns, Trustees. A quorum was established. George Graczik was unable to attend.

Minutes of the December 7, 2023 meeting were distributed and reviewed. A motion was made by Mark Burns and seconded by Denise Whedon 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 Mark Burns to approve the report as presented. Unanimous. Bank balances were reviewed and discussed.

A motion was made by Nancy Trotter Higgins and seconded by Denise Whedon to move the Site Manager report to the end of the meeting. Unanimous.

Board members agreed to wait on the new locks and keys until Ernie Anderson is available to do the installation. The thermostat, lights in the kitchen, the hallway bathroom light and the outside lights still need to be fixed. We haven't been able to schedule the electrician we normally use. The plumbing problem in apartment 203 still needs to be fixed. Board members discussed having a Kalispell company come in with a longer snake to work from the roof. This would have to be done in the spring. Possible spring repairs on the building were discussed. Nancy Higgins will see if Oliver Andrews would be interested in bidding on the fascia, siding and gutters for the center.

The Food Bank is having a sign made for their business. Mark Burns will find out more information. We might consider having the same person make one for the center.

We still have two board vacancies. Several names were discussed and will be approached by board members to see if they would be interested.

The committee for the needs survey has not had the opportunity to meet. Some of the items that we should consider for the survey are: a mission statement, computer class, crafts, games, television movies, grab and go versus in-house dining and Thursday night meals. The committee members will continue to discuss options.

The annual general meeting was held directly before this meeting. Officers were elected by acclamation.

Nancy Trotter Higgins requested clarification on personnel hours and the Personnel Policy implementation. Hours for payroll purposes will be as follows: Darla Winn 7.5 per day, Kat Taylor 6 per day and Dulcie Wallace 5.5 per day. The policy and time cards will be distributed to the staff by Vice President Denise Whedon before the end of January.

The GMC Yukon was purchased but the price was more than what was voted by the Board. A motion was made by Mark Burns and seconded by Denise Whedon to approve the additional \$800 overage

on the vehicle. Unanimous. Nancy Higgins will set up an appointment to have the vehicle serviced at Montana Autoworks. We will wait on the detailing and floor liners until spring.

Darla Winn, Kat Taylor and Dulcie Wallace enter the meeting. Darla gave the Site Manager report. Food Service is on strike. Darla may try Sysco again or collaborate with the VFW for orders thru Glacier. Diane Zehner had problems with her front door key. Darla used WD40 to see if that would help. The Libby Center is asking for donations for medical supplies. Members discussed donating some of our excess equipment if they need it. Dulcie Wallace needs a long handled scraper for the GMC. Ernie will pick one up in Kalispell and send it back with Lizann.

A motion was made by Mark Burns and seconded by Denise Whedon to move the next meeting to February 15, 2024 and 1:00 p.m. Unanimous.

With no further business, a motion was made by Denise Whedon and seconded by Mark Burns to adjourn. Unanimous. The meeting was adjourned at 2:30 p.m.