

KOOTENAI SENIOR CITIZENS, INC.

Board Meeting

December 7, 2023

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 1:01 p.m. on December 7, 2023 by Vice President George Graczik. Present were George Graczik, Vice President, Nancy Trotter Higgins, Acting Secretary/Treasurer, Denise Whedon, Ernie Anderson and Mark Burns, Trustees. A quorum was established.

Due to the resignation of President Bonnie Larson a motion was made by Nancy Trotter Higgins and seconded by Denise Whedon to appoint Ernie Anderson as President until the next election. Unanimous.

Minutes of the November 9, 2023 meeting were distributed and reviewed. A motion was made by Denise Whedon and seconded by Mark Burns to approve the minutes as presented. Unanimous.

The treasurer's report was distributed. Expenditures and revenues were reviewed. A motion was made by George Graczik and seconded by Mark Burns to approve the report as presented. Unanimous. Bank balances were reviewed and discussed.

Darla Winn, Kat Taylor and Dulcie Wallace entered the meeting. Darla gave the Site Manager's report. The chest freezer and the washing machine were purchased and installed. There is a chance that we might get a donation to go toward the purchase of the washing machine. Two blinds in the dining room need to be fixed or replaced. The light over the front door, the kitchen light and the bath hall light need to be fixed. The back ramp door light doesn't work either. Darla will call Gene Rogers. Darla questioned if the power goes out do we serve clients. Board members thought we could except we wouldn't be able to do the dishes. There was discussion about purchasing insulated boxes for home delivered meals. Denise suggested that we include a note in the deliveries about not reheating the food in the Styrofoam container in a microwave. Staff members moved some of the tables downstairs to reduce the clutter in the dining room. We can seat 68 in the dining room with the current configuration. Continuation of the salad bar was discussed. Staff recommendation was to not continue with it.

Board members discussed the Lincoln County Council meeting. Points of interest from the meeting were: we do not have to have a Thursday night dinner but we would need to update the contract, no vehicles available for home deliveries, we will need to get insurance information from the delivery person, Libby has volunteers that deliver where we have employees deliver, emergency facilities need showers based on number of hours people are staying, Eureka and Libby serve three meals a week, the other centers have activities for senior such as games, health nurse visits, toe nail clinics, puzzles can count as an activity. Discussion followed regarding how to keep track of who is in the center and who would control the activities and clean up afterward.

Nancy will follow up with the locksmith regarding the keys and locks. Ernie Anderson volunteered to install the cores and locks.

The plumber could not fix the problem in apartment 203. We need to have a contractor cut a hole in the firewall, have the plumber unclog the pipe then get the contractor to repair the firewall.

Since the County Transportation organization cannot provide a home delivery vehicle to the center we need to consider purchasing a vehicle. A motion was made by Mark Burns and seconded by Denise Whedon to investigate a home delivery vehicle to purchase up to \$5,000. Unanimous. Mark Burns and Ernie Anderson will work on this.

George Graczik will talk to Jeff Thill regarding having the shop class at the high school make a sign for the center.

So far we haven't been able to find anyone to fill the board vacancies. Board members suggested putting a sign on the door and in the grab and go meals regarding the vacancies.

Members discussed options for entertainment for seniors. Mark Burns wondered about having a television in the dining room. We need to do a needs survey with specific questions about a television, games, cards, soup and salad bar, grab and go meals and in house meals. President Ernie Anderson appointed a committee to put together a needs survey. Mark Burns, George Graczik and Ernie Anderson will meet and develop a survey.

Denise Whedon volunteered to work on getting updated MAST forms from clients.

The annual meeting is normally held on the third Thursday of January. Board members discussed whether to do another mailing or actually hold the meeting during the lunch meal. A motion was made by Mark Burns and seconded by Denise Whedon to have the meeting in house on January 18, 2024 at 12:00. Unanimous. We will post notices on the door, in the grab and go meals and on the tables.

Board members discussed the possibility of a salary increase for the employees. A motion was made by Nancy Trotter Higgins and seconded by Denise Whedon to give the kitchen staff a \$.35 raise effective January 1, 2024. Unanimous.

The next meeting is scheduled for January 11th at 1:00 p.m.

With no further business, a motion was made by George Graczik and seconded by Denise Whedon to adjourn. Unanimous. The meeting was adjourned at 3:30 p.m.