

KOOTENAI SENIOR CITIZENS, INC.

Board Meeting

May 11, 2023

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 12:58 p.m. on May 11, 2023. Present were Bonnie Larson, President, George Graczik, Vice President, Craig Carton, Secretary, Nancy Trotter Higgins, Treasurer, Denise Whedon, Ernie Anderson, and Diane Cotcher, Trustees. A quorum was established.

Minutes of the April 13, 2023 meeting were distributed and reviewed. A motion was made by Denise Whedon 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 Ernie Anderson and seconded by George Graczik to approve the report as presented. Unanimous. Bank balances were reviewed and discussed.

Darla gave the Site Manager's report. Sherri Bell with Troy High School is interested in having students volunteer to help for experience. Board members were concerned about liability and whether the students could be kept busy. We should consider obtaining a parental consent form. Board members agreed to leave this up to Darla. The front door is still not working correctly. Styrofoam prices are going down. Darla will contact either Gene Irgang or Steve Irgang for removal of the old cooler when the new cooler arrives. There is a problem with the drain in apartment 203. Ernie will look at it. Darla has gotten donations for shrubs and ground cover. The fire suppression inspection is scheduled for May 18th at 12:30 p.m. We have to change out the sprinkler heads so the cost will be higher. Darla shared the menu and recipes from the Libby Center. Discussion followed regarding in-house meals versus curbside pickup meals.

The personnel policy is going to be mandatory by October, 2023. Nancy is working on the locks but the front door needs to be repaired first. Ernie will contact Valley Glass regarding the front door. Bonnie will ask Gene Rogers to look at the kitchen lights. We need to get an estimate for the paint, fascia, siding and gutter repairs. We need to have a certified boiler operator. Ernie is willing to take the class and get the boiler certificate. There was no new information on the cooler.

The apartment inspections were completed by Bonnie and Ernie. There is a soft spot on the floor in 203. We might be able to get Oliver Andrews to take a look at it.

Fair Housing Marketing Plan has been updated. It needs to be done every 5 years.

Area VI is having a training class for head cooks in Ronan on June 13th. A motion was made by Nancy Higgins and seconded by George Graczik to send Darla Winn to the Ronan meeting if she wants to go. Unanimous.

Board members reviewed the site assessment information.

Board members would like copies of the job descriptions. Nancy will provide these to the board.

The next meeting is scheduled for June 8th.

With no further business, a motion was made by George Graczik and seconded by Ernie Anderson to adjourn. Unanimous. The meeting was adjourned at 3:41 p.m.