

KOOTENAI SENIOR CITIZENS, INC.  
Board Meeting  
August 11, 2022

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 1:00 p.m. on August 11, 2022. Present were George Graczik, Vice President, Nancy Trotter Higgins, Acting Secretary/Treasurer, Ernie Anderson, and Diane Cotcher Trustees. A quorum was established.

Minutes of the July 21, 2022 meeting were distributed and reviewed. A motion was made by Ernie Anderson and seconded by Nancy Trotter Higgins to approve the July 21st 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 Diane Cotcher to approve the report as presented. Unanimous. Bank balances were reviewed and discussed.

Darla Winn gave the Site Manager's report. The quote for a dishwasher was around \$3,600 so we will just repair the cap. Area VI usually has a kitchen grant one time a year. Maybe we can look into that to help purchase a new dishwasher. The kitchen floors were completed satisfactorily and the bill was paid. Nancy found a map of the apartment floor but has not found one for the main floor. Ernie and Nancy will work on getting something put together for fire escape routes. Gene Rogers repaired the lights in the apartments and has been paid. The air conditioners in the office and the pantry will cost more to repair than replace. Measurements were taken for the replacement screen in the kitchen. Maybe we can order one thru Larson Lumber. Ernie showed Kat how to reboot the video monitoring screen when needed. The fascia on the back of the building is falling off. We need to get someone to repair it. We are receiving lots of food donations from local gardeners. The cooler quit working so Columbia Mountain Mechanical came and reset the compressor. Darla knows how to do this now in case it happens again. They also set up the hose on the roof to lower the temperature on the cooler. They recommended a cork mister for the top of the cooler. Kat reported that her son is having open heart surgery in Pittsburg in the near future. She will be gone a month. Patty Buckhalter has volunteered to help while she is gone. We have a new home delivery. Eureka and Libby Senior centers called our center to see how we are doing things. They have both lost staff and wanted to know how we were operating.

No new information from the Memorial Committee or the tree trimming. There was nothing new regarding the fascia although we need to fix what is falling down and have it all painted. There is no interest in the board vacancy. Nothing new regarding the generator. Ernie reported that he is moving ahead with Ziplly and fiber installation. The insurance for the five year elevator inspection will cost approximately \$400 for a year. A motion was made by Nancy Trotter Higgins and seconded by Ernie Anderson to proceed with the elevator inspection and the insurance. Unanimous. Ernie will pick up the contract from Larson Lumber and get back to Schlinder. When they set a date for the inspection Nancy will contact the insurance company to update our policy. Board members discussed the air conditioners. There was no new information. We will check with Bonnie and Mark Palmer. Nancy reported that all documentation was completed and sent to the HOME Grant auditor. The audit was approved for this year. Ernie will try to get the information on the hospital bed that someone wanted to donate. Blinds for apartment 203 will be ordered as soon as we can get the measurements. Nancy and Ernie will work on this.

A motion was made by Nancy Trotter Higgins and seconded by Diane Cotcher to approve removing Peggy Smith as a signor on the First Montana Bank accounts and approve adding Ernie Anderson as a signor to the bank accounts [REDACTED]. Signors will be Bonnie Larson, Nancy Trotter Higgins, Ernie Anderson and Darla Winn. Unanimous. Nancy will get the paperwork ready and submit to the bank.

Board members discussed how to proceed with a staff member being absent for medical purposes. A motion was made by Diane Cotcher and seconded by Ernie Anderson to approve payment to Kat Taylor of her regular salary during her absence. Unanimous. George asked to put an agenda item on the next meeting to discuss whether we want to make a policy regarding medical leave.

The next meeting is scheduled for September 8<sup>th</sup>.

With no further business, a motion was made by Ernie Anderson and seconded by Diane Cotcher to adjourn. Unanimous. The meeting was adjourned at 2:23 p.m.