

KOOTENAI SENIOR CITIZENS, INC.

Board Meeting
August 11, 2023

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 12:59 p.m. on August 11, 2023. Present were Bonnie Larson, President, George Graczik, Vice President, Nancy Trotter Higgins, Treasurer, Denise Whedon, Ernie Anderson, and Diane Cotcher, Trustees. A quorum was established.

Minutes of the July 13, 2023 meeting were distributed and reviewed. A motion was made by George Graczik 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 Ernie Anderson and seconded by George Graczik 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. She distributed copies of time sheets for the staff. Darla asked if anyone knew what the schedule was for garbage pickup. Bonnie or Ernie will call Kootenai Disposal to check on our days of service and replacement lids. She asked about having the floors in the dining room cleaned and waxed. Darla requested copies of the monthly meal count. Nancy will provide those. The walk-in freezer wasn't working correctly. Ernie reset it and it seems to be working now. The washing machine needs to be repaired. Darla will call Ron's Appliance. She reported that the one day trial for the salad bar did not work very well. Staff members questioned the idea of a salad bar and other changes that the board was considering. Since our contract is with Area IV Agency on Aging the board should consider inviting the director to attend a board meeting.

Board members discussed old business. Nancy distributed a copy of the draft personnel policy and asked board members to read and make necessary corrections by the next board meeting. The front door repair is scheduled for August 15th. Locks are on hold until the door is repaired. Bonnie has been working with Gene on the lighting estimate. The painting was completed. We need to get an estimate on replacing the fascia. Ernie will contact CHS regarding the change in propane companies. Nancy made up a sample employee timecard and asked for suggestions. Board members thought that the supervisor's signature needs to be on the time card and that the blocks should be bigger. Ernie talked to Commissioner Hammons regarding a home delivery vehicle. The Commissioner wanted to meet with Bonnie to discuss it.

The apartment air conditioning unit and the freezer condenser need to be replaced. A motion was made by Nancy Trotter Higgins and seconded by George Graczik to approve the purchase of apartment 201 air conditioner for \$6,104.00 and replace the entire freezer condenser unit for \$21,324.00. Unanimous. Bonnie Larson will contact Carson Brothers to clarify the "as is" warranty and what the difference is between a new unit and the "as is" unit.

Ernie Anderson discussed getting a sign for the center. A motion was made by Ernie Anderson and seconded by Craig Carton for Ernie to talk to Milo at the Troy High School shop to see if they would make one if we purchased the materials. Unanimous.

The next meeting is scheduled for September 18th.

With no further business, a motion was made by George Graczik and seconded by Ernie Anderson to adjourn. Unanimous. The meeting was adjourned at 3:44 p.m.