

KOOTENAI SENIOR CITIZENS, INC.

Board Meeting

October 26, 2023

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 1:08 p.m. on October 26, 2023. Present were Bonnie Larson, President, George Graczik, Vice President, Nancy Trotter Higgins, Treasurer, Denise Whedon and Ernie Anderson, Trustees. A quorum was established. Craig Carton was unable to attend and has resigned from the board.

Mark W. Burns was introduced to the board. He is interested in filling one of the vacancies on the board. He is in charge of the local food bank. A motion was made by Denise Whedon and seconded by George Graczik to appoint Mark W. Burns to the board as a Trustee. Unanimous.

Minutes of the September 18, 2023 meeting were distributed and reviewed. A motion was made by George Graczik and seconded by Ernie Anderson 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. We served 79 meals today but numbers will be dropping as winter approaches. The telephones were out for two days. Columbia Mountain Mechanical has been working on the cooler. Most of the food was starting to defrost. It took 4 people 3 hours to unload it in order to defrost it. The dining room floors are scheduled to be waxed over Thanksgiving weekend. The cooling unit has been installed in apartment 201 with a new monitor that will be easier to use. Apartment 203 is having moisture building up between the toilet and vanity again. There is also a leak in the basement next to the storage areas. Ernie Anderson volunteered to look at these issues. The front door lock is not working correctly. Nancy Higgins is working on the key issues. There is still a light fixture in the kitchen that is not working. Bonnie Larson will contact Gene Rodgers to replace the fixture. The answering machine needs to be updated. Ernie will show Kat Taylor how to do that. Darla is concerned that with the minimum wage going to \$10.30 in January, we might want to look at our staff salaries. We should consider purchasing a new microwave as the old one no longer rotates. She also mentioned a chest freezer for the basement and doing something with the washing machine upstairs. Dede Coy, President of the Lincoln County Council, would like to have a meeting with all the centers, the Commissioners and the Director of Area VI Agency on Aging. She would like to discuss the regulations for grab and go meals. She is looking at November 27<sup>th</sup> at 1:30 p.m. at the Libby Senior Center. Board members thought this would be a good place to ask about the availability of home delivery vehicles. Darla would like to get a shelf installed in her work space.

Ernie Anderson passed the boiler certification class. This allows him to do inspections on the boiler but not to work on it.

The finalized personnel policy was discussed. Board members agreed to pass out the policy at the beginning of 2024 and implement any changes necessary at that time.

Board members need to work on finding a plumber that is insured, bonded and certified to look at the cooler drain system and see if it is plugged and whether the leak in apartment 203 and the basement are related to that drain system.

Bonnie Larson will check with Rocky Bothman on the status of the propane changeover.

Bonnie would like to come up with a survey for our clients. This was a recommendation from Area VI to do a site survey once a year. She will work on the questions to ask.

Bonnie is still working on the possibility of installing a generator for the center with the idea that we might be able to be a disaster shelter.

Mark Burns left the meeting at 3:19 p.m.

Ernie Anderson has left messages for Milo Rodgers regarding a sign for the center without any success. Bonnie Larson will try to contact Jeff Thill to see if he could help.

We still have a board vacancy to fill.

A motion was made by Nancy Trotter Higgins and seconded by Ernie Anderson to purchase a 1500 watt microwave for the kitchen. Unanimous. Bonnie Larson will talk to Ron's Appliance for prices on a microwave, chest freezer and a coin operated washing machine.

The next meeting is scheduled for November 9<sup>th</sup> 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 3:58 p.m.