

KOOTENAI SENIOR CITIZENS, INC.

Board Meeting

March 9, 2023

A regular meeting of the Kootenai Senior Citizens, Inc. board was called to order at 1:03 p.m. on March 9, 2023. Present were Bonnie Larson, President, Nancy Trotter Higgins, Treasurer, Denise Whedon, Ernie Anderson, and Diane Cotcher, Trustees. George Graczik and Craig Carton were unable to attend. A quorum was established.

Minutes of the February 9, 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 Denise Whedon to approve the report as presented. Unanimous. Bank balances were reviewed and discussed.

Darla Winn, Kat Taylor and Dulcie Wallace joined the meeting. Darla gave the Site Manager's report. The cooler was fixed on Wednesday but is still not working correctly. Darla has been cleaning out the basement storage area. She would like to get rid of some of the old chairs. We need to find out the occupancy of the dining room and basement. Nancy will contact the fire marshall and/or the building inspector. There are several volunteers doing community service. Bonnie will check on the insurance for volunteers. David French donated some bacon and sausage. We have bingo equipment in the basement which the VFW might be interested in obtaining. Darla informed the board of the number of extra hours that were worked during the absence of a member of the staff. She also asked whether there was a policy for volunteer meals.

Since we have to have a special permit to have bingo, a motion was made by Diane Cotcher and seconded by Ernie Anderson to donate the bingo machine to the VFW. Unanimous.

A motion was made by Nancy Trotter Higgins and seconded by Ernie Anderson to give an appreciation gift to Darla Winn and Dulcie Wallace of \$500 each for all the extra hours they worked during the absence of a staff member. Unanimous. Diane will provide thank you cards to go with the checks.

A motion was made by Ernie Anderson and seconded by Denise Whedon to continue to provide meals for volunteers as long as it doesn't become a problem for the kitchen staff. Unanimous.

No results yet from the Serve Safe testing. Nothing new on the personnel policy. Nancy is working on the new locks. Ernie is dealing with the kitchen lighting. Ernie changed the motors on the two automatic doors to see if that will fix the outside door. He found out that they were worked on by Valley Glass. The building inspector said that we could use an assist button on the doors for ADA compliance if we have to replace the door. Bonnie has discussed the siding repair with Spencer. The continuous gutters can be purchased out of Libby.

Bonnie and Ernie will do the apartment inspections. Nancy will update the Fair Housing Marketing Plan which needs to be done every 5 years.

The next meeting is scheduled for April 13, 2023.

With no further business, a motion was made by Ernie Anderson and seconded by Denise Whedon to adjourn. Unanimous. The meeting was adjourned at 3:43 p.m.