

ST. JOSEPH COUNTY COMMISSION ON AGING  
ADVISORY BOARD MEETING MINUTES – DRAFT

The September 21, 2022, meeting of the St. Joseph County Commission on Aging Advisory Board of Directors was held at the St. Joseph County Grange Fair. The meeting was called to order by Deb Davis, at 1:00 pm. Roll call was taken by Kathy Pangle.

PRESENT: Sarah Apwisch, Britt Buscher, Pat Dane, Deb Davis, John Gelvin, Phil Kline, George Letts, Clayton Lyczynski II, Kathy Pangle.

ABSENT: Lorraine Bolley, Jon Withers.

AGENDA: A motion was made by Mr. Lyczynski with support from Mr. Gelvin to approve the agenda as presented. This motion was approved 8-0.

OTHERS PRESENT: Ruth Mancina, Marketing & Life Enrichment Manager; Nicki Notestine, Residential Services Manager; Kris Butler, Finance Clerk; Robert Tomlison, Three Rivers Commercial; Deb Gelvin, COA Member.

PUBLIC COMMENTS:

None

MINUTES

Minutes from August 2022 were reviewed, and a motion was made by Ms. Apwisch with support from Mr. Gelvin to approve as presented. This motion passed 8-0.

FINANCE REPORT:

Ms. Butler presented the finance report from August 2022. Mr. Gelvin made a motion with support from Mr. Letts to approve the finance report. This motion passed 8-0.

OLD BUSINESS:

None

NEW BUSINESS:

None

PROGRAM REPORT:

Life Enrichment Services – Ms. Mancina reviewed upcoming events for October and November. Training for using the kiosk to check in at both locations. Members seem to be very receptive and some even excited about the new technology. Preparations are underway for the Honey Creek concert in Sturgis as well as the annual membership drive at both locations.

Residential Services – Ms. Notestine shared her enthusiasm for the new aide hire this month. Interviews are still in process as a couple more are needed. Restorations have begun on 3 units which will occupy new tenants by the end of the month. The waitlist for apartments currently stands at 32 applicants.

Nutrition Services – Program Assistant, Angie Skeen, has been promoted to the chef's position and a new program assistant is being sought. Meal counts currently stand at 4,000 for congregate and 10,000

for Home Delivered Meals. In addition to the upcoming membership drive, Nutrition is preparing for the Pizza & Paint as well as Katie's Korner events.

**DIRECTOR'S REPORT:**

Ms. Riley showed gratitude for all staff for the zero findings result of the recent provider assessment from AAA. The Multi-Purpose court is finally complete. Ms. Riley discussed the appreciation of contributors to this project and shared that a COA volunteer will be providing classes for those interested in learning to play Pickle Ball. The 2022-2023 grant award of \$393,959 has been approved and the new grant year will begin October 1, 2022

**MEMBER'S TIME:**

Ms. Davis welcomed everyone to the fair and shared some of the fun activities happening this year. Mr. Lyczynski invited everyone to check out the TRCP Improv night.

**ADJOURNMENT:**

A motion was made by Mr. Letts with support from Mr. Gelvin to adjourn the meeting. This motion passed 8-0 and the meeting was adjourned at 1:22PM.