

**BRANCH COUNTY COMMISSION ON AGING BOARD OF DIRECTORS**  
**MEETING MINUTES**  
June 21, 2023

*Call to Order:*

Chair Olney called to order the regular meeting of Branch County Commission on Aging (COA) Board of Directors at 9:01 a.m. on June 21, 2023 in the dining room at the H. & C. Burnside Center.

*Roll Call:*

Board members—*Present:* Directors Gordon Gentry, John Hutchinson, Janis Olney, John Petzko, and Don Thrasher; Commissioner Tim Stoll, liaison (present on Zoom). *Excused:* Directors Julie Hurley and Ginger Kesler. *Quorum established—more than one half of Board members physically present.*

Staff—*Present:* Debbie Ambrose, Amy Duff, Freda Leupp, Mike Searing, Pat VanDyke, and Sarah Wainscott. *Excused:* Allen Underwood.

Guests—County Administrator Bud Norman (present on Zoom).

*Approval of Agenda:*

Director Petzko moved, and Director Gentry seconded, to approve the Agenda as presented. MOTION CARRIED.

*Approval of Minutes:*

Director Gentry moved, and Director Petzko seconded, to approve the Minutes of the May 2023 regular Board meeting as written. MOTION CARRIED.

*Public Comments:* none.

*Consent Items:*

Director Gentry moved, and Director Thrasher seconded, to approve the Vouchers as presented. MOTION CARRIED.

*Staff Reports:*

Executive Director Report—on file. Executive Director Duff added that due to a recent Area Agency on Aging 3C budget amendment, COA had been awarded an additional \$34,000 with most of it going into the nutrition program.

Duff also added that the County was working to bring back six road patrol deputies. One facet may affect COA's budget—re-evaluation of cost allocation of special funds, like COA, for services it pays the County for: maintenance (per call), information technology (service flat rate annually), accounts payable (annually based on usage), and payroll.

Programs Director Report—on file.

Programs Assistant Report—on file.

In-Home Services Director Report—on file.

Accounting Report—on file (April 2023 preliminary).

Nutrition Program Report—on file.

*Unfinished Business:*

Update on Cooler/Freezer

Executive Director Duff reported no new cooler/freezer update since the special Board meeting held the previous Wednesday, June 14 for excavating quotes. The Board of Commissioners had moved the excavating quote forward to the following Tuesday's, June 27 meeting for approval.

Discussion on Restaurant Vouchers

Duff continued the discussion on COA's nutrition program restaurant vouchers for input. She brought an example of a restaurant voucher, and showed charts of restaurant vouchers distributed and redeemed through May, with continued expansion at all locations. The outstanding vouchers would be a potential expense if they were redeemed. Board discussed ideas: a shorter expiration time; no cap yet; possibly limiting to Union City area; restaurant vouchers do not meet needs as well as home-delivered meals and congregate; and focus on home-delivered meals as top priority.

*New Business:*

Discussion on Vending Machines

Due to a recent request, Duff had researched vending machines by checking with other senior centers, schools, and local recreation centers and found none of them have vending machines. The Courthouse does have a vending machine for staff, but that company would offer no proposal for COA due to expected low usage. COA staff had not received a request for a vending machine at this point. A vending machine would create a need for change from the bookkeeper, would not fit the atrium's aesthetic, and could cause price frustration. Duff did not come up with a vending machine vendor to go forward with at this time.

*Public Comments:* none.

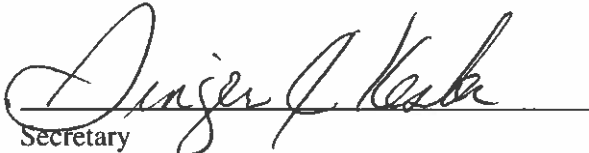
*Board Comments:* none.

*Adjournment:*

Director Gentry moved, and Director Thrasher seconded, to adjourn the meeting at 9:34 a.m. MOTION CARRIED.

Minutes submitted by: Sarah Wainscott, Staff Assist., BCCOA

Minutes approved by: Ginger Kesler, Secy./Treas.

  
Secretary