

**BRANCH COUNTY COMMISSION ON AGING BOARD OF DIRECTORS**  
**MEETING MINUTES**  
November 15, 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 November 15, 2023 in the dining room at the H. & C. Burnside Center.

*Roll Call:*

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

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

Guests—County Administrator Bud Norman.

*Approval of Agenda:*

Director Gentry moved, and Vice-Chair Hurley seconded, to approve the Agenda as written. MOTION CARRIED.

*Approval of Minutes:*

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

*Public Comments:* none.

*Consent Items:*

Director Thrasher moved, and Vice-Chair Hurley seconded, to approve the Vouchers as presented. MOTION CARRIED.

*Staff Reports:*

Board reviewed COA staff written reports—executive director, programs, MMAP, in-home services, accounting (September 2023 preliminary), and nutrition—to put on file. Executive Director Duff added that the Union City congregate site meet-and-greet event was held November 14, 2023.

*Unfinished Business:* none.

*New Business:* none.

*Announcements:* Executive Director Duff announced that at the December Board meeting, the Board would schedule its 2024 reorganization meeting--which is required by COA's bylaws to occur in the first week of January.

*Public Comments:* none.

*Adjournment:*

Director Gentry moved, and Director Thrasher seconded, to adjourn the meeting at 9:12 a.m. MOTION CARRIED.

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

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

A handwritten signature in cursive script, appearing to read "D. Thrasher", is written above a horizontal line.

Secretary