

**BRANCH COUNTY COMMISSION ON AGING BOARD OF DIRECTORS  
MEETING MINUTES**

January 18, 2022

*Call to Order:*

Chair Olney called to order the regular meeting of Branch County Commission on Aging (COA) Board of Directors at 2:02 p.m. on January 18, 2022 in the dining room at the H. & C. Burnside Center.

*Roll Call:*

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

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

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

*Approval of Agenda:*

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

*Approval of Minutes:*

Director Gentry moved, and Director Hurley seconded, to approve the Minutes of the December 2021 regular and January 2022 reorganization Board meetings as written. MOTION CARRIED.

*Public Comments:* none.

*Departing Employee Recognition:*

In-Home Services Director VanDyke presented a certificate of appreciation to Melanie Nelson, COA in-home services aide who had recently retired, in recognition of her work at COA. Nelson stated it was an honor to have worked at COA.

*Consent Items:*

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

*Staff Reports:*

Executive Director Report—on file.

Programs Director Report—on file.

Programs Assistant Report—on file.

In-Home Services Director Report—on file.

Accounting Report—on file (November 2021).

*Unfinished Business:* none.

*New Business:*

Planning for Executive Director Annual Review

Chair Olney stated evaluation forms were given to the Board of Directors, along with envelopes pre-addressed to Olney, for the executive director annual review at the February meeting. Completed forms to be mailed to Chair Olney.

Board Education—Kinship Care

Executive Director Duff, who covers the Kinship Care meetings, presented information on the Kinship Care program, which is aimed at grandparents, or other relatives, raising children. COA has partnered for this program with the Branch ISD Early Education Services and the Branch County Coalition Against Domestic and Sexual Violence. The Kinship Care program is located at the First Baptist Church; dinner and childcare are included. Flyers on the program are sent home in the students' Friday folders.

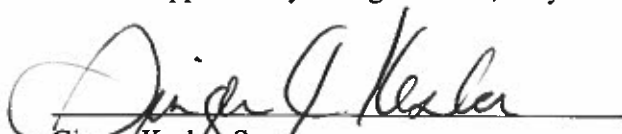
*Public Comments:* none.

*Adjournment:*

Director Thrasher moved, and Director Hurley seconded, to adjourn at 2:38 p.m. MOTION CARRIED.

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

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

  
Ginger Kesler, Secretary