BRANCH COUNTY COMMISSION ON AGING BOARD OF DIRECTORS
REGULAR MEETING MINUTES
April 21, 2026

Call to Order:
Chair Petzko called to order the regular meeting of Branch County Commission on Aging (COA) Board of Directors at 2:00 p.m. on April 21, 2026 in the dining room at the H. & C. Burnside Center.

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

Staff—*Present:* Amy Duff, Freda Leupp, Lauren Schabes, Michael Searing, and Sarah Wainscott. *Excused*: Debbie Ambrose and Pat VanDyke.

Guests—County Administrator Frank Walsh.

Approval of Agenda:
Director Hurley moved, and Secretary-Treasurer Kesler 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 March 2026 regular Board meeting as written. MOTION CARRIED.

Public Comments: none.

Consent Items:
Secretary-Treasurer Kesler moved, and Vice-Chair Lindsey seconded, to approve the Vouchers as presented. MOTION CARRIED.

Staff Reports:
Executive Director Duff gave an overview of COA staff written reports—executive director, programs, programs assistant, in-home services, accounting (February 2025 preliminary), and nutrition.

Unfinished Business:
Senior Prom 2027
Programs Director Leupp and Nutrition Director Searing led a discussion on a proposed COA Senior Prom in early 2027 at the Dearth Center, with a catered meal, live band, and dancing. Since the Dearth Center regularly has events where alcohol is served—with a contract requiring a licensed bartender and proof of liability insurance—the question was whether or not to make a cash bar available at the event. Director Thrasher moved, and Secretary-Treasurer Kesler seconded, to have a cash bar at the Senior Prom 2027 event. MOTION CARRIED. Duff to take the recommendation to the Board of Commissioners.

New Business: none.

Announcements:
Duff said that with the current County administration, maintenance expenses are supplied quarterly and information is organized and easy to understand, and includes copies of related maintenance purchases and work orders.

Board Comments:
Director Gentry commented the dining room AV system had some recent issues. Duff confirmed a new AV control screen plate had been ordered, and that she could later look at AV system replacement.

Duff commented a Branch-St. Joseph Community Needs Survey was recently put out by the Area Agency on Aging 3C for a multi-year priorities plan, for use of state and federal funding, based on public input. Duff had made the surveys available to Burnside patrons; and also handed out surveys to the COA Board.

Public Comments: none.

Adjournment:
Director Gentry moved, and Secretary-Treasurer Kesler seconded, to adjourn the meeting at 2:35 p.m.

Minutes submitted by: Sarah Wainscott, Staff Assist., BCCOA
Minutes approved by: Ginger Kesler, Secy.-Treas.

Ginger J. Kesler
Secretary