

**Milford Aging Services Commission**

**August 22, 2017**

**1:00pm**

Meeting called to order by President Roy Cast.

Roy indicated that Open Meeting Act Requirements have been met.

Roll call: Ray Hostetler, Susan Burkey, Elna Lambert, Vi Stutzman, Amy Salistean  
Jeff Baker, and Joyce Daake. Also present, Leslie Patton.

Susan Burkey moved to accept the minutes of the July 25, 2017 meeting as published. Elna Lambert, second. All in favor. Motion carried.

**Manager's Report:** Amy Salistean reported:

July Activity--

|                                  |     |
|----------------------------------|-----|
| Total meals served               | 327 |
| Transportation (number of trips) | 60  |
| Coffee                           | 278 |
| Exercise room patrons/Swimmers   | 313 |

Amy is pleased with our numbers and impressed with the amount of socializing after the movie this month. Plans are being made for a beginning quilting class, a share-a- book-club and work on repairing the leak in the ceiling and replacing the basement call button on the on the elevator.

Joyce Daake moved that the managers reports be accepted as presented.  
Susan Burkey, second. All in favor--motion carried.

**Budget Report:**

Amy Salistean presented the budget.

Susan Burkey moved to accept the budget report.

Ray Hostetler, second. All in favor--motion carried.

**Unfinished business--**

**Organization and securing the manager's office** options were presented by Leslie Patton. Two options were reviewed and discussed.

Joyce Daake moved to table the issue until next month, with a request for additional options.

Elna Lambert, second. All in favor--motion carried.

**Meal Bid**--Sunrise Country Manor is the only bid for the upcoming year. Board members and Sr Center patrons are pleased with the recent changes in their menu and meal quality.

Susan Burkey made the motion to accept the bid from Sunrise Country Manor for the upcoming year at the same rate that we are currently paying.

Joyce Daake--second. All in favor--motion carried.

**Job Description/Title for Part-time position** was discussed.

Joyce Daake moved that Amy Salistean update the job description and forward it to board members for review. Pending no changes, it is to be presented to the City Council at their September meeting.

Ray Hostetler, second. All in favor--motion carried.

**New Business**--

**Placement of future Assistant County Aging Services Program Manager** was discussed. Sandy Shaw has been hired and will occupy a space in the office of the County Aging Services Program Manager.

Joyce Daake made the motion to put discussion of the Office of the County Aging Services Program Manager's office in the Sr center on our agenda for the September 25, 2017 meeting.

Susan Burkey, second. All in favor--motion carried.

**Purchase of a MPLC Umbrella License** was discussed.

Susan Burkey moved that we table this discussion until there is further exploration of the license requirements and any options available.

Joyce Daake, second. All in favor--motion carried.

Ray Hostetler moved for adjournment.

Meeting adjourned 3:00 pm.

Respectfully submitted, Joyce Daake secretary