

**Menominee-Delta-Schoolcraft
Human Resources Authority
GOVERNING BOARD MEETING
Thursday, May 10, 2018
511 First Ave. N, Escanaba
12:30 p.m.**

MINUTES

The meeting was called to order at 1:15 pm and a quorum noted with the following in attendance:

MEMBERS PRESENT

Omer Doran, Schoolcraft
Clyde Thoune, Menominee
Susan Kleikamp, Menominee
Peter Thoune, Menominee
Karen Wigand, Delta
Penny Carlson, Schoolcraft
John Stapleton, Schoolcraft
Myra Croasdell, Delta
Tom Lippens, Delta
Craig Reiter, Schoolcraft
Dave Anthony, Delta

OTHERS PRESENT

Julie Moberg, Executive Director
Connie Maule, SCP Director
Shanna Hammond, HR Manager
Kris Thibeault, Finance Director
Sally Kidd, Senior Services Director
Christine Ramey, Receptionist
Myra Smeester, ECP Director

MEMBERS ABSENT

Dan LaFoilie, Schoolcraft
Theresa Nelson, Delta
Ken Penokie, Delta
Jennifer McDonald, Menominee
Geri Nelson, Delta
Bernie Lang, Menominee
Nicole Cook, Delta

APPROVAL OF APRIL 12, 2018 GOVERNING BOARD MINUTES

Members received a draft of the April 12, 2018 Governing Board minutes and THEY WERE APPROVED WITH A MOTION FROM CLYDE THOUNE, SECONDED BY OMAR DORAN; MOTION CARRIED.

PRESENTATION OF THE AUDIT FOR FISCAL YEAR ENDING 9/30/2017

A presentation was given by Brandy Olson from Anderson Tackman & Company, PLC. Brandy Olson reviewed the Audit for the fiscal year ending 9/30/2017. The board discussed and approved with a motion from Omar Doran, Seconded by Craig Reiter; Motion Carried.

FINANCE COMMITTEE REPORT

The chair called on the Treasurer, Susan Kleikamp who reported that the Finance Committee met and reviewed and approved the March HRA Accounts Payable Schedule. This was approved with a motion from Peter Thoune, seconded by Tom Lippens; Motion Carried.

Treasurer, Susan Kleikamp called on Finance Director Kris Thibeault for the approval of Sole Source Bid for Payroll-HR Software. A motion to approve from Craig Reiter, seconded by John Stapleton; Motion Carried

ACCEPTANCE OF PROGRAM MONTHLY REPORTS

- Feb/March Foster Grandparents Program & Customer Satisfaction Report
- Feb/March Retired & Senior Volunteer Program & Customer Satisfaction Report
- Weatherization program report 3/31/2018

This was reviewed and a motion was given by Susan Kleikamp, seconded by Omar Doran; Motion Carried.

ACCEPTANCE OF ADVISORY COMMITTEE MINUTES

- 2/1/18 (Schoolcraft) & 3/1/18 (Delta) FGP AC minutes
- 2/27/18 (Marinette/Menominee) & 2/20/18 (Delta) RSVP AC Minutes
- 4/10/18 (Menominee) SCP AC minutes
- 4/26/18 Escanaba Senior Center AC minutes

This was reviewed and a motion to approve by Tom Lippens, Seconded by Myra Croasdell; Motion Carried.

AUTHORIZATION TO APPLY FOR AAA (UPCAP) GRANTS FOR 2019

This was approved and reviewed by Craig Reiter, seconded by Myra Croasdell; Motioned Carried

ACCEPTANCE OF DAN LAFOILLE'S RESIGNATION

Dan has decided to resign from the Governing Board. With regrets this was approved by Peter Thoune, seconded by Susan Kleikamp; Motion Carried.

DISCUSSION OF THE ELECTION OF BOARD OFFICERS IN JULY

This will not take place until July of 2019 as last year the board approved two year terms for officers.

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

Julie Moberg gave her report to the Board. Julie said the CAA network is looking for letters of support from Mayors across the country to support CSBG, LIHEAP, and other CAA type funding. FGP has their recognition dinner next week. Sally and Julie are working on millage presentations with the Senior Center ACs. The new administrative assistant Dianne Gartland is starting her job on Monday. Motion made to accept the report by Craig Reiter; seconded by Myra Croasdell; motioned carried.

PUBLIC COMMENT

No public comments made.

OTHER BUSINESS

Dave Anthony submitted his resignation to the Board as representative for Hannahville Indian Community effective June 1, 2018. The board is looking for two new members for Schoolcraft and Delta Sectors. The Nominating Committee will meet before the July 19th meeting to discuss applications. Acceptance of Dave Anthony's resignation with regrets was motioned Peter Thoune, seconded by Susan Kleikamp; Motion Carried.

Meeting adjourned at 1:45pm by Peter Thoune, seconded by Susan Kleikamp; Motioned Carried

Next meeting July 19 Annual Meeting in Manistique