

OLDER PERSONS' COMMISSION DECEMBER 5, 2019

MEETING of the **OLDER PERSONS' COMMISSION** held at the Older Persons' Activity Center, 650 Letica Drive, Rochester, Oakland County, Michigan, 48307.

CALL TO ORDER

The Thursday, November 7, 2019, Governing Board Meeting was called to order by Chairman Bikson at 5:00 p.m.

ROLL CALL

Present: 8) Mike Bailey, Stuart Bikson, John (Jack) Dalton, Dale Hetrick, William Jandeska, Micheline Sommers, Lucy Strand, David Walker

Absent: 0)

QUORUM PRESENT

Chairman Bikson welcomed Dale Hetrick and David Walker to the Board.

Others Present: Renee Cortright, Older Persons' Commission Executive Director
Tim Soave, Older Persons' Commission Director of Finance

ADDITIONS/CHANGES TO THE AGENDA

Chairman Bikson requested the addition of the McGrath Compensation Study to Agenda before New Business, Ballot Language.

MOTION by Dalton, supported by Hetrick, **Resolved**, to add the McGrath Compensation Study to Agenda Item 7a.

Aye: 8) Bailey, Bikson, Dalton, Hetrick, Jandeska, Sommers, Strand, Walker

Nay: 0)

MOTION CARRIED

PUBLIC COMMENT

Marye Miller, Executive Director Emeritus, stated that longtime OPC supporter Ray Nicholson had recently passed away. She requested that Ray Nicholson's history with OPC be included in the minutes for historical in perpetuity. Ms. Miller said, the relationship with Ray began in the former OPC building on Woodward when his son, Ray Jr., volunteered for the Meals on Wheels program. Ray's business, RGIS, placed a plaque on the building in honor of Ray.

When \$400,556 was needed to purchase the Letica Property for the new OPC building the following individuals donated the following: Ray and Mary Elizabeth Nicholson \$100,000, Mr. McCardell \$100,000, Roy Rewold \$100,000 and Kathy White \$100,556.

The first Signature Event at the Romeo airplane hangar was funded by Ray and Mary Elizabeth Nicholson, with their Mac & Ray's restaurant providing the food. Ray and Mary Elizabeth have been donating poinsettias for the Meals on Wheels clients for 15+ years. Ray's final message to his family and friends was to be kind and do what you can to help others in need.

MISSION MOMENT - none

APPROVAL OF THE NOVEMBER 7, 2019, MINUTES

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MOTION by Sommers, supported by Jandeska, **Resolved**, to approve the Minutes of the November 7, 2019, meeting as presented.

Aye: 8) Bailey, Bikson, Dalton, Hetrick, Jandeska, Sommers, Strand, Walker
Nay: 0)

MOTION CARRIED

NEW BUSINESS

McGrath Compensation Study

Chairman Bikson stated that McGrath and Associates Human Resources were commissioned to perform a compensation study of OPC's current system, and he explained the report to the new Board members. E.D. Cortright requested approval of the study.

MOTION by Dalton, supported by Bailey, **Resolved**, that the Older Persons' Commission approves the implementation of the compensation study conducted via contract by McGrath and Associates Human Resources, as presented to the Board on November 7, 2019; effective March 2, 2020.

I further move that the OPC's FY 2020-2022 Budget be amended as summarized below and detailed on the attached schedule:

	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
Revenue Increase -	\$46,000	\$134,200	\$130,500
Expenditure Increase -	<u>\$46,000</u>	<u>\$134,200</u>	<u>\$130,500</u>
	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Attached schedule: Addendum A – OPC FY 2020-2022 Budget Amendment

Chairman Bikson requested a roll call vote.

Aye: 8) Bailey, Bikson, Dalton, Hetrick, Jandeska, Sommers, Strand, Walker
Nay: 0)

MOTION CARRIED

Ballot Language for 2020 Millage Renewal and Timeline

E.D. Cortright stated that after several conversations with Attorney John Staran, the ballot language was written into one question. She will put together an operational timeline. The vote on the language will be at the next meeting.

DIRECTOR'S REPORT

E.D. Cortright reported the following:

- Notable events in November:
 - For the annual Thanksgiving Dinner, 900 meals were prepared, served and delivered to both the homebound seniors and congregate sites, prepared by the Nutrition Department and served to members and guests at OPC by the staff. Thank you to the Kiwanis for donating the turkey breast.

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- The Artisan Market had 1,300 attendees, 80 vendors and 2 sponsors and was a great success.
- 355 Poinsettias were delivered to OPC on December 3, labeled and delivered to the Meals on Wheels clients, due to the generosity of Ray and Mary Elizabeth Nicolson, for 15+ years. Sadly, Ray Nicholson passed away over the weekend. Ray and Mary Elizabeth Nicolson were devoted to the OPC mission and the Meals on Wheels program, and enjoyed receiving the personal notes each year thanking them for the holiday poinsettia. The Art Studios and the Gift Shop, is named after Mary Elizabeth, and they were honored chairs and donors for the annual gala in support of Meals on Wheels. Ray will truly be missed for his eternal optimism and generosity that benefited many.
- Cookies were decorated, baked and boxed by the Rochester Hills Finance Department earlier this week, and delivered to the Meals on Wheels clients on Wednesday.
- The theme for this year's Annual Giving Campaign is, "Keep Our Future Bright." It was mailed out mid-November to 27,000, 50+ households in the three communities, and nonresident members. Donations to date are \$18,000.
- Dianne Bubnar's retirement celebration is December 16, at 2:00 p.m. Board members are encouraged to come and honor Dianne for her 21 years of being an ambassador for the OPC, and commitment to the mission, and vision, of the organization.
- OPC will have another unforgettable float in the Rochester Parade this weekend.
- The Kiwanis Pancake Breakfast is hosted this weekend from 8:00 a.m. – 1:00 p.m. in the dining room.
- Upcoming events in December:
 - Sip & Shop, December 5
 - Swim with Santa, December 7
 - OPC Christmas Party, December 11
 - Terrific Tuesday, December 17
 - Women's Luncheon, December 19
 - Celtic Christmas, featuring the Motor City Irish Dancers, December 20

COMMITTEE REPORTS

Finance Committee

- **Treasurer's Report** – no report

Facility Committee – no report

COMMISSIONERS' COMMENTS

- Secretary Strand congratulated Chairman Bikson on being elected Mayor of the City of Rochester. Sincere good wishes to Renee, Carla and Tim as they continue to accomplish phenomenal goals here at OPC, for the staff, and the Governing Board. She welcomed the new members. She stated, as of her resignation after 23 years, it

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has been a real rewarding experience. Because of this meaningful time of year, she borrowed a phrase from Charles Dickens, "Merry Christmas to all, and to all a good night. It's been a pleasure. Miss you guys."

- Commissioner Walker stated that he is looking forward to serving on the board. He congratulated Chairman Bikson on being appointed the new Mayor of Rochester.
- Treasurer Jandeska stated he will miss Secretary Strand. He welcomed the new Board members.
- Vice-Chairman Sommers echoed Treasurer Jandeska's comment.
- Commissioner Hetrick thanked everyone for having him back again. He congratulated Secretary Strand on 23 years. He wished a Merry Christmas and Happy Holidays.
- Commissioner Dalton suggested something be done in remembrance of Ray Nicholson, as he was a great supporter of OPC. He will miss Secretary Strand.
- Commissioner Bailey welcomed the new members, and said he will miss Secretary Strand. He stated, his Township owes a lot to Ray Nicholson as he donated the Paint Creek Cider Mill to Oakland Township, which is now used for township offices.
- Chairman Bikson stated that this will be his last meeting after 10 years of service on the board. Nancy Salvia will be his replacement. Thank you to Renee and Carla and all the Board for their service. He will miss everyone, wished Happy Holidays, and expressed a thank you for everyone's kindness and respect over the years.

E.D. Cortright requested to change the January 2, 2020, meeting date to January 9, 2020.

MOTION by Bailey, supported by Dalton, **Resolved**, to change the meeting date to January 9, 2020.

Aye: 8) Bailey, Bikson, Dalton, Hetrick, Jandeska, Sommers, Strand, Walker

Nay: 0)

MOTION CARRIED

E.D. Cortright presented a Certificate of Appreciation to Chairman Bikson and Secretary Strand, and read a poem that she wrote in honor of Secretary Strand's 22 years on the board titled "Ode to Lucy."

ADJOURNMENT

Chairman Bikson adjourned the meeting at 6:05 p.m.

NEXT REGULAR MEETING – THURSDAY, JANUARY 9, 2020, AT 5:00 P.M.

Signed & Approved 01/09/2020

DOUGLAS GOULD, SECRETARY
OPC GOVERNING BOARD

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ADDENDUM A - OPC FY 2020-2022 Budget Amendment

OPC FY 2020-2022 BUDGET AMENDMENT

Account	FY 2020		FY 2021		FY 2022	
	Original Budget	Amended Budget	Original Budget	Amended Budget	Original Budget	Amended Budget
Revenues						
Contribution Rochester Hills	\$ 841,000	\$ 841,000	\$ 929,000	\$ 85,500	\$ 950,300	\$ 83,100
Contribution Rochester	\$ 161,000	\$ 161,000	\$ 174,600	\$ 16,100	\$ 178,700	\$ 15,700
Contribution Oakland Twp.	\$ 319,500	\$ 319,500	\$ 353,800	\$ 32,600	\$ 362,000	\$ 31,700
Sales - Trips	\$ 350,000	\$ 381,000	\$ 350,000	-	\$ 350,000	-
Enrichment & Arts Fees	\$ 115,000	\$ 125,000	\$ 115,000	-	\$ 115,000	-
Interest & Dividends	\$ 20,000	\$ 25,000	\$ 20,000	-	\$ 20,000	-
All Other Revenues	\$ 2,608,100	\$ 2,608,100	\$ 2,606,900	-	\$ 2,616,900	-
Total Revenues	\$ 4,414,600	\$ 4,460,600	\$ 4,549,300	\$ 134,200	\$ 4,592,900	\$ 130,500
Expenditures						
Administration	\$ 994,200	\$ 1,053,400	\$ 985,400	\$ 189,200	\$ 971,500	\$ 192,300
Facilities Management	\$ 520,900	\$ 522,700	\$ 536,600	\$ 2,100	\$ 547,400	\$ 200
Leisure Travel	\$ 328,100	\$ 326,500	\$ 329,100	\$ (2,800)	\$ 330,200	\$ (3,800)
Adult Day Services	\$ 75,000	\$ 75,000	\$ 77,600	\$ (200)	\$ 79,300	\$ (100)
Performing Arts	\$ 28,100	\$ 28,100	\$ 29,100	-	\$ 30,100	-
Fitness & Aquatics	\$ 489,100	\$ 493,500	\$ 503,900	\$ 9,400	\$ 510,200	\$ 8,700
Enrichment & Arts	\$ 197,300	\$ 202,100	\$ 200,600	-	\$ 205,900	\$ 8,800
Nutrition	\$ 686,300	\$ 678,300	\$ 699,100	\$ (16,000)	\$ 706,900	\$ (9,300)
Transportation	\$ 791,100	\$ 801,700	\$ 818,900	\$ 30,200	\$ 835,600	\$ 10,800
Newsletter / Vintage View	\$ 36,400	\$ 36,400	\$ 37,200	-	\$ 38,100	\$ (100)
Senior Resources	\$ 102,100	\$ 103,100	\$ 104,300	\$ 2,200	\$ 106,500	\$ 2,100
Café	\$ 81,600	\$ 81,600	\$ 83,800	\$ (100)	\$ 85,000	\$ (500)
Volunteers	\$ 32,600	\$ 33,500	\$ 33,400	\$ 3,300	\$ 35,200	\$ 3,500
Charity Event	\$ 23,200	\$ 23,200	\$ 25,700	-	\$ 27,400	-
Acts of Kindness	\$ 1,500	\$ 1,500	\$ 1,500	-	\$ 1,500	-
Contingency / Compensation Adjustment	\$ 27,100	\$ (27,100)	\$ 83,100	\$ (83,100)	\$ 82,100	\$ (82,100)
Total Operating Expenditures	\$ 4,414,600	\$ 4,460,600	\$ 4,549,300	\$ 134,200	\$ 4,592,900	\$ 130,500