

Middle Alabama Area Agency on Aging (M4A)
Board Meeting Minutes
Wednesday, July 23, 2014

In attendance: Mr. Richard Lovelady, Mr. Dan Acker, Mr. Zack Marsh (Blount County Manager and newly appointed by the Blount County Commission as the M4A alternate Board member for Blount County), Ms. Lee Ann Clark, Ms. Sandra Sivley, Ms. Doris Jones, Ms. Gaye West, Ms. Carolyn Fortner, Ms. Debbie Battles, Ms. Crystal Crim, and Ms. Aileen Hill.

The meeting was called to order by Mr. Lovelady at 10:25 am. A quorum was declared. Ms. Sandra Sivley had a proxy via email for Reverend Glenn Bynum.

- A. A motion to approve the agenda was made by Mr. Acker and seconded by Ms. Clark. All others were in favor, no one opposed.
- B. A motion to approve the minutes from April 23, 2014 Board meeting was made by Mr. Acker and seconded by Ms. West. All were in favor, no one opposed.
- C. Debbie Battles presented the status of programs report. A copy of the report was given to the Board members. The report showed the total clients assisted in each program from October 2013 through June 2014. Ms. Battles updated the Board on M4A's Medicaid Waiver waiting list.
- D. The fiscal report was presented by Aileen Hill. A copy of the report was presented to the Board members. Ms. Hill gave the Board an update on the Medicaid Waiver and Nutrition programs expenditures and slots/meals. The reports also requested a COLA for all Tier 1 staff. Ms. Hill gave the Board two additional reports showing M4A's budget.
- E. Executive Director's Report by Carolyn Fortner
 - 1. Updated Board on the new renovations taking place at M4A's new building. Ms. Fortner requested that the next Board meeting date be changed to September 17, 2014; this will allow for the meeting to take place in the new building.
 - 2. M4A would like to hold an open house event and Ms. Fortner requested all current Board members invite previous Board members.
 - 3. Informed the Board that M4A will be relocating all of its banking accounts to Bryant Bank and will be closing out all Regions accounts.
 - 4. Updated Board on the County Advisory Council meetings.
 - 5. Updated two sections of the Employee Handbook: Compensation and Leave to address new payroll schedule.

F. Chairman Lovelady requested M4A staff, with the exception of the Fiscal Contractor Aileen Hill, leave the room so a brief meeting could be conducted. Once M4A's staff returned, it was announced that the Board decided that Ms. Carolyn Fortner, who has not received an annual salary increase in at least 5 years, should be granted a 7.5% increase in pay.

G. Old Business:

1. Mr. Acker made a motion to approve a 4% COLA for all RSA contributing Tier 1 staff, 2% for all RSA contributing Tier 2 staff. This COLA would be granted only to those staff members who have been employed with M4A for at least one year. The date of hire must be prior to October 1, 2013. Ms. West seconded the motion. All were in favor and no one opposed.
2. Mr. Acker made a motion to approve both Employee Handbook section changes which address the new payroll schedule. Changes to payroll were made to accommodate Medicaid funded programs and to expedite the closing of grants for M4A's fiscal. Ms. Clark seconded it. All were in favor, no one opposed.
3. Ms. West made a motion to approve the Area Plan FY15-17. Mr. Acker seconded the motion. All were in favor, no one opposed.

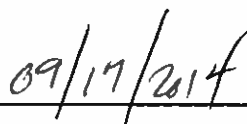
H. New Business: Chairman Lovelady announced there would be an appointment of the Nominating Committee. He selected Mr. Dan Acker as the chair of the committee and Ms. Lee Ann Clark and Reverend Glenn Bynum as members.

There was no additional business. Mr. Acker made the motion to adjourn the meeting and it was seconded by Mr. Marsh. All were in favor and no one opposed.

The next Board meeting will be on Wednesday, September 17, 2014 at M4A's new office building: 209 Cloverdale Circle Alabaster, AL 35007.

Approved:


Richard Lovelady, M4A Board Chairman


Date