

Middle Alabama Area Agency on Aging (M4A)  
Board Meeting Minutes  
Wednesday, November 18, 2020

Due to the Coronavirus pandemic, the M4A Board of Directors meeting was held via Zoom on Wednesday, November 18, 2020. Board members in attendance: Ms. Lee Ann Clark (Secretary), Judge Chris Green, Commissioner Joseph Parnell, Ms. Gay West, Mr. Terry Denny Jr, Ms. Senta Goldman, Commissioner Tommy Bowers, and Ms. Sherry Reaves. M4A Staff members in attendance: Ms. Carolyn Fortner (Executive Director), Ms. Cayla Driver (Fiscal Director), Ms. Maranda Johnson (Director of Programs), and Ms. Crystal Crim (Administrative Director).

The meeting was called to order by Ms. Clark at 10:02 am.

There was one proxy: Commissioner Dean Calvert (Ms. Lee Ann Clark).

- A. Ms. Clark asked for a motion to approve the agenda. Ms. West made a motion, and Ms. Reaves seconded it. All in favor; no one opposed.
- B. Ms. Clark asked for a motion to approve the minutes of the previous Board Meeting. Ms. Goldman made a motion, and Judge Green seconded it. All in favor; no one opposed.
- C. Executive Director's Report by Carolyn Fortner
  - 1. Report:
    - i. FY 2021 Meal Price Increase: M4A experienced an increase in meal prices for FY 2021. (See attached document)
    - ii. New Chilton County Board Member: Chilton County Commission appointed Ms. Pam Boykin as a new Board Member. She has a background in assisting older individuals in home health and hospice.
    - iii. Covid-19 Update and Office Status: M4A continues to take precautions as it relates to Covid-19. To date, M4A has had six positive cases out of sixty staff members. Staff who regularly work in the office are returning to M4A, but most staff work from home. For those who return to the office, an administrative staff member is there at all times. M4A will continue to monitor and update the board as needed.
    - iv. Voice Messaging System Update: Due to the increase in calls, M4A has updated its voice messaging system. The changes include callers being able to dial by name or extension the person they wish to speak with or dial zero for the operator. M4A is also seeking a SCSEP participant to assist in answering the phones.
    - v. Virtual Services for Consumers: M4A has formed a partnership with Trualta to provide online resources and support to caregivers.
    - vi. Senior Center Reopening: At this time, Alabama's senior centers have not reopened. However, ADSS is monitoring the situation and making recommendations to ADPH and the Governor's Office.
    - vii. Partnerships: M4A has experienced an increase in homeless individuals who contact M4A. As a result, M4A has developed partnerships with

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several organizations to assist these individuals. Also, M4A has connected with One Roof (St. Clair and Shelby) and begun forming an Older Adult Homeless Response Group.

- viii. Transportation: M4A signed FY21 transportation agreements with SCAT and ClasTran. Senior Center transportation for the City of Pell City was included in the FY21 SCAT agreement. Also, Diedra Tatum, with the Walker County Community Action Agency, is developing public transportation services for Walker County. We will update as more information is received.
  - ix. Yearend Staff Bonuses (handout; Cayla Driver): M4A requested bonuses for staff.
  - x. Annual Operating Element (handout; Crystal Crim): M4A submitted its FY 2020 Annual Operating Element to ADSS. Board members will be updated once this plan is approved.
2. Ms. Lee Ann Clark asked for a motion to approve the Executive Director's Report. Judge Green made a motion, and Ms. Reaves seconded it. All in favor; no one opposed.

D. Administrative Director Report by Crystal Crim: See attached Annual Operating Element. Ms. Lee Ann Clark asked for a motion to approve the Administrative Director's Report. Ms. Reaves made a motion, and Commissioner Bowers seconded it. All in favor; no one opposed.

E. Fiscal Report by Cayla Driver: See attached reports. Ms. Lee Ann Clark asked for a motion to approve the Fiscal Director's Report. Mr. Denny made a motion, and Ms. Goldman seconded it. All in favor; no one opposed.

F. Programs Report by Maranda Johnson: See attached report. Ms. Lee Ann Clark asked for a motion to approve the Report of the Director of Programs. Judge Green made a motion, and Ms. Reaves seconded it. All in favor; no one opposed.

G. Old Business:

1. Report from Nominating Committee: Ms. Lee Ann Clark and Ms. Gay West shared their nominations for M4A Board Officers for FY 2021 and FY 2022.
2. Vote of FY 2021 and FY 2022 M4A Board Officers: The Board voted to install Mr. Richard Lovelady (Chair), Judge Chris Green (Vice-Chair), and Ms. Senta Goldman (Secretary) as the Executive Board Members for FY 2021 and FY 2022. Mr. Denny made a motion, and Commissioner Bowers seconded it. All in favor; no one opposed.

H. New Business:

1. 2020 Yearend Staff Bonuses: Ms. West made a motion, and Judge Green seconded it. All in favor; no one opposed.
2. FY 2020 Annual Operating Element: Ms. Reaves made a motion, and Ms. Goldman seconded it. All in favor; no one opposed.

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There being no further business, the meeting was adjourned by mutual consent.  
The next meeting will be held on February 24, 2021, at 10:00 am via Zoom Call.

Approved:

  
Lee Ann Clark, M4A Board Secretary

3-24-2021  
Date