

M4A Board Minutes
Wednesday, September 23, 2009

Board Members in Attendance: Chairman Richard Lovelady, Rev. Glenn Bynum, Judge David Standridge, Mr. Chris Green, Mr. Reginald Holloway, Ms. Gay West, Mrs. Martha Thornburgh, Mr. Gene Ford.

M4A Staff in Attendance: Carolyn Fortner, Dianne Nance, Kelly Lippert-Flick and Jennifer Travis-Scott (student intern).

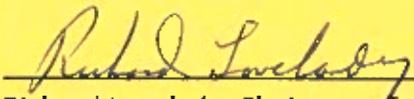
Prior to the meeting being called to order, Reverend Bynum provided the invocation.

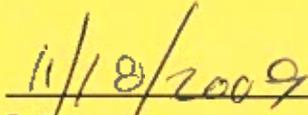
- A. The meeting was called to order by Chairman Lovelady at approximately 10:08 a.m. in the M4A Boardroom. No proxies, except those standing were brought forth.
- B. Mr. Ford motioned for the agenda to be passed. Mrs. Thornburgh seconded the motion. All were in favor, no one opposed.
- C. Mr. Ford motioned for the minutes to be passed. Reverend Bynum seconded the motion. All were in favor, no one opposed.
- D. Executive Directors Report (Carolyn Fortner)
 - a. In FY 10 and FY11, M4A will provide level meals because of ARRA funding. Valley decided to not raise prices as it once stated. ADSS will be going through proration for the first 3 quarters of FY 10, resulting in a 3% per quarter or 9% cut in funding. ADSS will not be providing state funds for meals during the first 3 quarters of FY 10, but may in the 4th quarter. Carolyn projected meals for FY 2010, FY 2011 and FY 2012 on the basis that no state funds would be provided. With state funds at the end of the 3rd quarter of FY 2010 and level state funds in FY 2011 (\$100,174), M4A will be in good shape for FY 2011.
 - b. Four different insurance companies were contacted for quotes on liability insurance to include coverage for Sexual Misconduct. Only one of the four companies provided a quote. Rux Carter Insurance was able to get M4A's current insurer, Travelers, to cover Sexual Misconduct. Travelers covered Sexual Misconduct and still reduced its premium by \$8,300 per year for an estimated \$25,000 for a 1-year total policy cost. M4A will meet with a representative from Philadelphia Insurance Company to compare rates for a comparable policy, although Philadelphia has insisted it will not cover Sexual Misconduct unless M4A agrees to have 2 case managers with clients at all times; fiscally, M4A cannot comply with this.
 - c. M4A has received the \$10,000 payment from Travelers for the employee theft claim.
 - d. A copy of the M4A organization chart and staffing requirements was provided to demonstrate staff requirements for FY 10. Carolyn explained that M4A has recently reduced its staff by 2.5 employees and presently utilizes the assistance of 4 senior

- x. M4A is providing a Fraud Awareness Seminar in Clanton, Chilton County in October. This is a similar program to the one M4A provided in Blount County on April 1, 2009.
 - xi. M4A is attending an initial planning meeting for a new program called "RAMPS". This is a UWCA program that works to provide wheelchair ramps to individuals in need.
 - xii. The decision was made to forgo the M4A 20th Anniversary Party as it may appear fiscally irresponsible given the current economy. A 25th Anniversary Party will be considered in 5 years.
 - xiii. M4A proposed a board enrichment day versus a board training day. The Board agreed to an enrichment day that would be more interactive.
 - xiv. The next scheduled board meeting will conflict with the Thanksgiving and Christmas holiday. Therefore, it was suggested that the next Board meeting be held the 3rd Wednesday instead of the 4th Wednesday. The Board agreed to have the next meeting on November 18, 2009; M4A staff will host a Thanksgiving potluck for both the M4A Board and staff.
- f. M4A will begin contracting with the St. Clair County Transportation Department for senior transportation. Since St. Clair County began its own transportation department, it discontinued services with ClasTran. M4A will provide level funds to St. Clair Transportation, despite the increased cost mandated by ALDOT which caused transportation costs to increase almost 300% in FY 2010. M4A is unsure who will pay the price difference, but is confident that Mr. Terry Rowe, transportation coordinator, will identify additional sources. After reflecting, Mr. Green and Judge Standridge suggested Blount County contract with M4A for transportation services as well, versus contracting with itself. A Board motion was later entertained and passed to allow this type of agreement with Blount County and other M4A counties.
- g. Christopher Winchester, HR consultant, has offered to provide an update of job descriptions and salaries for a cost of \$500.00.
- h. Kelly Lippert-Flick presented the Board with a new No Solicitation Policy. She stated that this was developed as a tool for center managers and the agency to use when individuals and organizations call center managers wanting to provide presentations at the centers. It was decided to not allow those promoting financial services in the center or Medicare Part D providers. Judge Standridge asked if the policy included political campaigning; it does not. The Board agreed that elected officials should be allowed to visit the center to meet and greet seniors and to provide a brief presentation and handouts. M4A will develop an additional policy addressing elected officials visiting the centers. It will be mailed to Board members for review and comment so that something may be finalized at the next Board meeting.
- i. Carolyn explained to the Board the current procedure for distributing Farmer's Market Vouchers to seniors: provide first to our existing clients who meet the criteria and then distribute through our senior centers and other focal points. She stated that ADSS does

- e. Judge Standridge motioned to approve the Annual Operating Element for FY 2010. Mr. Ford seconded. All were in favor, no one opposed.
 - f. Mr. Ford motioned to approve contracting with Christopher Winchester to update the Job Descriptions and Salary Matrix for \$500.00. Mrs. Thornburgh seconded. All were in favor, no one opposed.
 - g. Mr. Ford motioned to approve the Letter of Engagement with Aldridge Borden for the FY 2009 Audit. Mr. Green seconded. All were in favor, no one opposed.
 - h. Mr. Holloway motioned to approve the Resolution to Contract with the St. Clair DOT in FY 2010 with the understanding that a clause stating that other counties in addition to St. Clair may participate. The motion was seconded by Gay West. All were in favor, no one opposed.
 - i. Mr. Ford motioned to approve the purchase of locking filing cabinets. Mr. Holloway seconded. All were in favor, no one opposed.
 - j. Mrs. Thornburgh motioned to continue to execute the Farmer's Market Vouchers as the agency has in the past. Mr. Ford seconded. All were in favor, no one opposed. Carolyn stated that she would draft a policy and present it the Board at the next meeting.
 - k. Mrs. Thornburgh motioned to approve the No Solicitation Policy. Mr. Holloway seconded. All were in favor, no one opposed.
- G. The board agreed to meet next on Wednesday, November 18th at 10:00 a.m. at M4A.
- H. Chairman Lovelady stated that all business had been conducted. Mr. Green motioned to adjourn. Judge Standridge seconded. All were in favor, no one opposed.

Approved:


Richard Lovelady, Chairman of the Board


Date