



**Board of Directors Meeting
August 17, 2017
10 AM
Ainsworth Four Corners Restaurant
REVISED**

Notice is hereby given that the August 17, 2017 Meeting of the Milestones Area Agency on Aging Board of Directors will be held in Ainsworth, Iowa at Ainsworth Four Corners restaurant. If you would like to carpool with staff to attend the meeting in person, please contact your nearest local Milestones office. **Call 855-410-6222**

Ottumwa area contact Kim, ext. 7411 or kgoering@milestonesaaa.org

Burlington area contact Pam, ext. 7503 or ptaylor@milestonesaaa.org

Davenport area contact Dawn, ext. 7302 or dcarstensen@milestonesaaa.org

Agenda

- I. Call to Order – Board Chairperson
- II. Roll Call Board– Secretary
- III. Approval of Board Minutes –Meeting minutes of June 27, 2017 and August 1, 2017
- IV. **Reports** – If reports are not completed at time of packet mailing there will be handouts at the meeting.
 - a. Financial Reports – Tina Jaegers
 - i. Financial Report YTD
 - ii. Accounts Payable**Action:** Motion to approve the Financial Reports
 - b. Nutrition Program – Pam Taylor
 - i. Meal Information Report – YTD**Action:** Accept for information
 - c. Case Management – Kim Goering
 - i. Reports YTD**Action:** Accept for information
 - d. LifeLong Links Program – Dawn Carstensen
 - i. Reports YTD

Action: Accept for information

- e. Marketing / Promotional updates – Peggy Dykes

- i. Reports YTD

Action: Accept for information

V. **Old Business**

- a. Area Plan Review – Kim Goering

Action: Accept for information

- b. Review FY'18 Budget, including \$.39 mileage rate & rent on Davenport office–
Tina

Action: Approve

- c. On-Site Compliance Monitoring – Tina

Action: Accept for information

VI. **New Business**

- a. Review CEO job description – Jeri Swisher

Action: Approve

- b. Review CEO interview questions – Jeri Swisher

Action: Approve

- c. Review Job posting/ad – Jeri Swisher

Action: Approve

- d. Review Hiring procedures and plan

Action: Approval

- e. Review Bylaws of Milestones Area Agency on Aging

VII. **Items of Interest**

- a. OIL Report – Bill Thom

VIII. **Next Meeting**

- a. Joint Advisory Council/Board of Directors September 12, 2017,
10:00 am Columbus Junction

IX. **Adjournment**