



**Board of Directors Meeting
June 19, 2018 at 10 AM
Ainsworth Four Corners Restaurant in Ainsworth, Iowa**

Notice is hereby given that the June 19, 2018 Meeting of the Milestones Area Agency on Aging Board of Directors will be held in Ainsworth, Iowa at the 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 Tina, ext. 7402 or tjaegers@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 March 29, 2018
- IV. CEO's Report
- V. Program Director's 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. Employee Benefits Update – Jeri Swisher
Action: Accept for information
 - c. Nutrition Program – Pam Taylor
 - i. Meal Information Report – 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

VI. **Old Business**

a. Policies: Revised Employee Policies (Requested Action: Approval)

VII. **New Business**

a. Discussion of Substitute Decision Maker/Budget Benefits entrepreneurial program (Requested Action: Approval)

b. Wells Fargo Credit Card Protocol (Requested Action: Approval)

c. Application of Lee Dimmitt of Jefferson County approved for Advisory Council membership (for Information)

d. Term limits for Advisory Council members (for Information)

There is currently no provision in the Advisory Council bylaws for member term limits. In order to be in compliance with Iowa Code, member term limits need to be added to the Milestones Advisory Council bylaws.

6.8(5) Bylaws. The AAA advisory council bylaws shall contain at least the basic bylaws: name, purpose, members, officers, meetings, committees, parliamentary authority and procedure for amendment of bylaws. The bylaw on membership shall include, but is not limited to, the number of, selection process and length of terms for members.

The following addition to the Advisory Council By-laws is a suggestion consistent with Iowa AAA practices:

Term of Office - In an effort to maintain the highest level of representative effectiveness, members of the Advisory Council will be elected for three-year terms. No member of the Advisory Council will hold office for more than two (2) thee-year terms. Effort will be made to stagger appointments so that approximately 1/3 of the terms end in the same year. Reappointments may be made after a one (1) year lapse of the expiration of two (2) consecutive three (3) year terms. For consistency and simplicity, the term of each newly-appointed Council member shall begin as of July 1. Should a mid-year appointment take place, the "official" timeline of the term will begin July 1, even though the member may have been installed prior to that date.

VIII. **Items of Interest**

a. OIL Report – Bill Thom

IX. **CLOSED SESSION – CEO 6-month Performance Review**

X. **Next Meeting**-To Be Announced

XI. **Adjournment**