**Aging Together Board of Directors**

**Annual Meeting Minutes - February 7, 2014**

**Board Members Present:**  Bob Lingo, Sallie Morgan, Ray Parks, Jack Garber, Brian Duncan, Jan Selbo, Lisa Peacock **Staff Present:** Chris Miller

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| **AGENDA ITEM** | **DISCUSSION** | **ACTION** | **WHO** |
| **Review of Agenda Approval of Minutes** | Review of January Board meeting minutes. Motion by Jack Garber, second by Bob Lingo to accept the minutes. Approved unanimously. |  |  |
| **Treasurer’s Report** | Treasurer Brian Duncan provided financial reports through December 2013. Financials do not reflect the initial bank deposit of $25,000 made prior to the start of the FY 14 Fiscal year when PUW began as AT fiscal agent. Revenue at 86% of budget and Expense at 34% of budget at the halfway point in the fiscal year.  Motion by Bob Lingo, second by Jack Garber to accept the financial reports as presented. Approved unanimously. |  |  |
| **Development** | **May Fundraiser**   * Discussed alternate date for the event because of two major fundraising conflicts. Board agreed to ask Honorees for availability in June to determine final date. * Discussed Honorees for the event and confirmed Jean Kane (Madison), Dr. Merrick (Orange), T.I. Martin (Culpeper), Jean Lowe (Fauquier), Hal Hunter (Rappahannock). Board members were assigned to contact Honorees. Board agreed to provide some type of plaque or other award for the Honorees at the event. * Chris continues to collect venue availability and costs. The Board will consider both reception and full dinner costs.   **Culpeper Board Member**   * Lisa Peacock and Chris Miller recommended Pastor Lanny Horton to the Board for consideration of the Culpeper At-Large Board member. Many Board members know and respect Pastor Horton and believe he would be an excellent addition to the Board. Lisa and Chris will meet with Pastor Horton to invite him to an upcoming Board member. * In preparation for new Board members the Board agreed we should have a job description for Board members to make clear the responsibilities of being on the AT BOD. Lisa Peacock will share some draft templates with Chris to use in developing the job description.   **Spirituality & Aging Conference**  Chris shared information from a recent conference in Roanoke about a potential speaker on Aging & Spirituality. This could be a small fundraiser, but more importantly could be one of Aging Together’s contributions to the community while drawing in the faith community and new audiences. Board members expressed that any conference should focus on spirituality rather than religion but saw merit in continuing to consider this topic. | Contact Honorees  Finalize venues and costs  Discuss AT Board with Pastor Horton & Invite him to an upcoming meeting  Develop draft BOD job description  Convene planning committee to consider feasibility | Board Members  Chris Miller  Lisa Peacock  Chris Miller  Chris Miller  Valerie Ward  Chris Miller  Dianna Banks |
| **Strategic Plan** | Chris shared with Board members feedback from the first two courses of the Evaluation course she and CRS Dianna Banks are taking from the Center for Non-Profit Excellence. The instructor has suggested some revised goals that link directly to the mission of collaboration and that could make evaluating the effectiveness of the partnership easier to measure.  Chris & Dianna will continue with the course work, focusing on a workshop evaluation format and a partner member survey. Chris will share updates from the course and at the end the Board will consider adopting any of the suggestions developed during the course | Share feedback from course content | Chris Miller |
| **Director Report** | Chris provided updates including:   * Status of the Live Well Program * Team Activities * Grants Status: See Report below. Chris reported to the Board that she did not submit the FY15 DRPT Senior Transportation grant on time. This has an impact on Aging Together but also impacts Care-A-Van. Board members discussed how to avoid this in the future and ways to address the funding deficit for RRCS through AT grants research or re-purposing of existing AT transportation funds. |  |  |
| **Product Sponsorship** | Chris was contacted by American Medical ID about a proposed collaboration in which Aging Together would receive a rebate for each product sold. Aging Together has endorsed this product in the past after it was presented by Culpeper Hospital. The Board discussed the pros and cons of such an agreement. They asked Chris Miller to confirm prices are fair and competitive.  Motion by Jack Garber, seconded by Jan Selbo, to authorize Chris Miller to meet with American Medical ID to learn more about the rebate program, to research the product and prices and to finalize and agreement with American Medical ID if appropriate. Approved unanimously. | Meet with American Medical ID representatives, research product and pricing, finalize agreement if appropriate | Chris Miller |

**Aging Together Grants Report February 2014**

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| **Date** | **Grant Source** | **Purpose** | **Amount** | **Disposition** |
| **Grants Pending** | | | | |
| 1/29/14 | FACT  RRCS Applicant | Family Violence – including elder abuse and neglect; Currently evaluating feasibility of application with local DSS offices. | $14,970 | Implementation begins July 1, 2014 |
| 2/1/14 | BamaWorks Fund | CDSMP in Orange County | $7,750 | Expected June.  Contacted for preliminary interview |
| **Grants Approved** | | | | |
| 10/15/13 | Lykes Fund (NPCF) | Implement CDSMP Program in Rappahannock County | $2500 | Approved 12/13 |
| 2/1/13 | DRPT Senior Transportation | Operating Funds for CareAVan; Replicate Rapp Rides Model | $14,450  7950 Rapp Rides  6500 CareAVan | Approved 7/13 |
| **Grants Upcoming** | | | | |
| 5/1/14 | Home Instead Senior Care Foundation | Falls Prevention | 2,000 to 25,000  Average grant = 9,000 |  |
| 5/9/14 | Amerigroup Foundation | Healthy Lifestyles | TBD |  |
| 6/3/14 | United Methodist Women | Financial Literacy |  |  |

NOTE: There are a number of grant resources with rolling deadlines. As opportunities come up that might have a natural sponsor Chris will contact partners to use their non-profit status. Once AT’s status has been confirmed Chris will begin applying for grants with rolling deadlines directly.