

**AREA AGENCY ON AGING OF NORTHWEST MICHIGAN
BOARD OF DIRECTORS MEETING AGENDA**

**March 7, 2024, 10:00 A.M. – 11:30 P.M.
AAANM Conference Room, 1609 Park Dr, Traverse City, MI**

Zoom Video or Call In (for Guests and Remote Staff)

<https://us02web.zoom.us/j/87537171219?pwd=UE50QUVUlhYci9TcmZQQXBuUWVWdz>

09 Meeting ID: 875 3717 1219 Passcode: 418671 Phone: +1 312 626 6799 US

AAANM MISSION STATEMENT

Our mission is to serve and advocate for older persons, adults with disabilities and caregivers by supporting their independence, dignity, and quality of life.

MEETING COMMENCEMENT

1. Call to order
2. Pledge of Allegiance
3. Reading of the mission statement
4. Roll call
5. Conflict of interest declarations
6. Guest introductions and announcements
7. Public comment (Limit 2 minutes per guest)

MEETING AGENDA AND MINUTES

1. **Additions or changes to the agenda**
2. **Approval of the meeting agenda***
Proposed motion to accept the meeting agenda (as presented or as amended).
3. **Draft BOD Minutes from February 1, 2024*** (pages 3-5)
Proposed: Motion to accept the meeting minutes from February 1, 2024 (as presented or as amended).

NEW BUSINESS

1. **FY23 Audit Presentation*** – Michelle Hodges (Rehmann) and Kyle Schafer (Maner Costerisan) (pages 9-49)
Proposed motion to accept FY23 Audit as presented.
2. **Advisory Council Membership Applications*** – Heidi Gustine (pages 50-53)

Proposed: motion to accept Helen “Taddy” Keeler as a representative to the Advisory Council, for a 2-year term ending 12/31/2025 (as presented or amended).

Proposed: Motion to accept Amy Wieland as a representative of Charlevoix County to the Advisory Council, for a 2-year term ending 12/31/25 (as presented or amended).

- 3. Draft 1Q24 Restated AAANM Financials** (to be distributed at meeting)
– Anya Eliassen and Kendell Walton

- 4. Annual Implementation Plan preparation** – Board membership demographics (page 54) – Heidi Gustine

REPORTS

1. **Executive Director** – Heidi Gustine (pages 6-8)
2. **Advisory Council** – Jean Swaffer
3. **MSAC** – Pam Niebrzydowski

OTHER

1. Correspondence – FY23 Sub-Contractor Observation Closeout Letter (page 55)
2. Public comment (Limit 2 minutes per guest)
3. Member comment

ADJOURNMENT

**Items that require Board Action*

UPCOMING MEETING DATES

Note: All board committee meetings are via Zoom unless otherwise stated

Finance Committee – 3/21/24 and 4/18/24 at 10am

Executive Committee – 3/18/24 and 4/4/24 at 9am

Board of Directors – 4/4/24 and 5/2/24 at 10am (In-Person)

Advisory Council – 4/4/24 and 5/2/24 at 12:30pm (In-Person or virtual)

ATTACHMENTS

1. Draft BOD minutes from 2/1/24 (pages 3-5)
2. Executive Director's report (pages 6-8)
3. Area Agency on Aging of Northwest Michigan 2023 Audit (pages 9-49)
4. Application for Advisory Council membership – Helen "Taddy" Keeler (pages 50-51)
5. Application for Advisory Council membership – Amy Wieland (pages 52-53)
6. Board member demographics request (page 54)
7. FY23 Sub-contractor Observation Closeout letter (page 55)
8. CY2024 meeting calendar (page 56)
9. CY24 Board of Directors roster as of 2/1/24 (page 57)