



Board of Director's Meeting -- Tuesday, June 19, 2012 -- 3:00 PM

Florence Douglas Senior Center
333 Amador Street, Vallejo, CA 94590

The Area Agency on Aging Serving Napa and Solano does not discriminate against persons with disabilities and meetings of the Advisory Council are held in accessible facilities. If you wish to attend this meeting and you will require assistance in order to participate, please call the Area Agency on Aging office at 707-644-6612 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection at the office of the Area Agency on Aging Serving Napa and Solano, 400 Contra Costa Street, Vallejo, during normal business hours.

AGENDA

Donald Bond, Presiding

3:00 PM Call to order / Quorum check / Sign-in / Introduction of Guests

Public Comment Period (10 minutes) Please limit to 2 minutes for each speaker, and limit your comments within the subject matter jurisdiction of the Area Agency on Aging Board of Directors. The Board will hear public comments for up to ten minutes. Any additional public comments will be heard at the conclusion of the meeting. Items from the public will be taken under consideration without discussion by the Board and may be referred to staff. Time limits and subject matter guidelines are to ensure that the Board may complete its agenda in a timely manner.

Regular Business

1. Review / Amend / Approve Agenda for June 19, 2012 meeting.
2. Review / Amend / Approve Minutes of April 17, 2012 meeting (copy attached).
3. Finance/Treasurer's Report: Doug Hanson, CFO, Marty Kuehneman, Treasurer
 - a) May 2012 Financial report (copy attached). Recommended Action: to accept reports.
 - b) IRS Form 990 for Fiscal Year ending 6/30/2011 (copies have been distributed previously. Recommended Action: to accept report.
 - c) Area Plan Budget for FY 2012-13 (copies to be distributed). Recommended action to accept initial budget as submitted to CDA.

4. Advisory Council Report and Recommendations: Sharon Monck Advisory Council Chair will provide information from the Advisory Council. A copy of the May Advisory Council meeting minutes is attached.
5. Committee Reports:
 - a) Executive Committee -- confirm liaison to Advisory Council meetings: Request Board Member to attend the next Advisory Council meeting, scheduled for July 12 at American Canyon Senior Center or Florence Douglas Senior Center in Vallejo.
 - b) Membership Committee –
 - 1) Resignation of Sarah Johnson (copy attached), appointed, Solano District 2.
 - 2) Board Members with terms expiring on June 30 of this year should be contacted to confirm their interest in reappointment, and contact with respective County Supervisors.
 - 3) Members may discuss efforts to fill remaining vacancies on the Board of Directors: Solano –One (1) “at large”, Napa Districts, 3, 4, 5 and one (1) “at large” positions. The Administrative support technician for Napa County Executive Office has posted these vacancies.
 - c) Nominating Committee – The committee nominates the following members:
 - Chair – Donald Bond
 - 1st Vice Chair – Carolyn Wrage
 - 2nd Vice Chair – Thomas McNicholas
 - Secretary – Rev. Dr. A.C. “Tony” Ubalde
 - Treasurer – Marty Kuehneman
 Election of officers is scheduled under new business.
6. Executive Director Leanne Martinsen, Executive Director will present a report on recent AAA Activity.
7. Planner Harriett Dietz will present the Area Plan that was submitted to the California Department of Aging on May 1. (Copies will be distributed at the meeting.)

Old Business:

1. Main office building expansion proposal, Staff may present additional information about the proposed project. Recommended action: Board may provide guidance to staff on how to proceed with the architect.

Tabled Business:

1. None.

New Business:

1. Election of officers -- Recommended Action, Board may accept slate as recommended by nominating committee, accept any nominations from the floor and vote to elect officers
2. Approval of Continued Funding of Provider Contracts, Recommended Action: Motion to accept Advisory Council recommendation to approve renewing

contracts with current providers (see spreadsheet), or approve alternative and authorize staff to develop provider contracts for FY 2012-2013.

3. Resolution authorizing that Leanne Martinsen, Executive Director be authorized and directed to execute and sign Contract AP-1213-28 and MS-1213-31 and all amendments with the California Department of Aging (CDA) for fiscal year 2012-2013. Recommended action: to adopt resolution.
4. Resolution authorizing that Leanne Martinsen, Executive Director be authorized and directed to execute and sign Community Development Block Grant Agreement with the City of Vallejo for fiscal year 2012-2013. Recommended action: to adopt resolution.
5. Executive (closed) session to discuss personnel matter, if needed.

Information Items: For discussion

1. Schedule of Events (Copy attached).

Roundtable / Announcements (2 minutes, please). Comments by Board Members

Adjournment.

Next meeting, July 17, 2012 at Florence Douglas Senior Center Center in Vallejo.