



**Board of Director's Meeting -- Tuesday, May 21, 2013 -- 2:30 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 Board of Directors 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

2:30 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 May 21, 2013 meeting.
2. Review / Amend / Approve Minutes of April 16, 2013 meeting (copy attached).
3. Finance/Treasurer's Report: Doug Hanson CFO, Executive Director, Marty Kuehneman, Treasurer
  - a) April 2013 Financial report (copy attached). Recommended Action: to accept reports.
  - b) IRS Form 990 for Fiscal Year ending 6/30/2012 (copies will be distributed via e-mail attachment prior to meeting. Recommended Action: to accept report.

4. Advisory Council Report and Recommendations: Advisory Council Chair will provide information from the Advisory Council. A copy of the April Advisory Council Meeting Minutes is attached.
5. Correspondence: None
6. Committee Reports:
  - a) Executive Committee – may report on any activity.
  - b) Membership Committee – Rev. Tony Ubalde will report on committee activity. Members may discuss efforts to fill remaining vacancies on the Board of Directors: Solano District 2 and one (1) “at large”, Napa District 5 and (1) “at large”.
  - c) Fundraising Committee -- Rev. Tony Ubalde will report on committee activity
7. Executive Director Leanne Martinsen, Executive Director will present a report on recent AAA Activity.

Old Business: None

Tabled Business: None.

New Business:

1. Resolution authorizing that Leanne Martinsen, Executive Director be authorized and directed to execute and sign Contracts A3-1314-28, A9-1314-28 and MS-1314-31 and all amendments with the California Department of Aging (CDA) for fiscal year 2012-2013. Recommended action: to adopt resolution.
2. Resolution authorizing that Leanne Martinsen, Executive Director be authorized and directed to execute and sign Professional Services Agreements/Contracts #7048 and #7543 and all amendments with Napa County. Recommended action: to adopt resolution.
3. Resolution authorizing that Leanne Martinsen, Executive Director be authorized and directed to execute and sign Contracts #03330-14 and #03499-14 and all amendments with Solano County. Recommended action: to adopt resolution.
4. Action Item: Members may vote on accepting recommendation(s) from Advisory Council.

Information Items: For discussion

1. Schedule of Events (Copy attached).

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

Adjournment.

Next meeting, June 11, 2013 at Florence Douglas Senior Center, 333 Amador St., Vallejo.