



Board of Director's Meeting -- Tuesday, September 17, 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 September 17, 2013 meeting.
2. Review / Amend / Approve Minutes of August 20, 2013 meeting (copy attached).
3. Finance/Treasurer's Report: Doug Hanson CFO, Executive Director, Marty Kuehneman, Treasurer
 - a. August 2013 Financial report (copy attached). Recommended Action: to accept reports.
 - b. Fiscal Audit. Recommended Action to appoint Grant Bennett Associates as auditors for Fiscal Year ended June 30, 2013.

- c. Area Plan Budget A3 1314-28, Revision 1 for FY 2013-14 (copy enclosed).
Recommended action to accept revised budget as submitted to CDA.
- d. Information Item: Update on office building addition.
4. Advisory Council Report and Recommendations: Sharon Monck, Advisory Council Chair, will report on the September 5 meeting and activities of the Council. The August Advisory Council Meeting Minutes are 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 – Districts 2 and 4, Napa District 5 and one (1) “at large” positions.
Recommended action: Members may vote to extend terms of “at large” members, and Supervisorial nominees that expired on June 30, 2013.
 - c) Bylaws Committee – Edwin Warren will report on committee activity.
 - d) Fund Development Committee – Larry Kromann will present information on the concept for the direction of this committee going forward.
 - e) Committee Assignments – Board members are expected to serve on one or more committees. Members may indicate their preference and update committee membership at this time.
7. Executive Director Leanne Martinsen, Executive Director will present a report on recent AAA Activity.

Old Business: None

Tabled Business: None.

New Business:

1. Action Item: Members may vote on accepting any recommendation(s) from the Advisory Council.

Information Items: For discussion

1. Schedule of Events (Copy attached).

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

Adjournment.

Next meeting, October 15, 2013 at Florence Douglas Senior Center, 333 Amador St., Vallejo.