

**MONTMORENCY COUNTY COMMISSION ON AGING MINUTES FOR
SPECIAL MEETING OF THURSDAY, DECEMBER 17, 2015**

PRESENT: Carol Athan, Chairperson; Elaine Ableidinger, Vice-Chairperson, Corleen Proulx, Treasurer; Betty Clark, Secretary; Ed Beswick, Trustee; Judith Roth, Trustee (via telephone); Bert LaFleche, Montmorency County Commissioner

GUESTS: Anna Rogers, Executive Director; Dan Smith, CPA

- I. **Call to Order:** The meeting was called to order at 9:30 a.m. by Chair Carol Athan at the Montmorency County Commission on Aging office. Purpose of the meeting was the 2014/15 audit, millage language, equipment disposal, payables.
- II. **Roll Call:** Corky Proulx, Carol Athan, Judith Roth (telephone), Elaine Ableidinger, Betty Clark, Ed Beswick, Bert LaFleche, quorum established. Pledge of Allegiance recited, Mission Statement read by Corky Proulx.
- III. **Agenda:** The proposed agenda was presented with addition of accounts payable by **motion of** Bert LaFleche, **second by** Betty Clark. **Motion carried, 7-0.**
- IV. **2014/2015 Audit Presentation:** Dan Smith, CPA conducted the MCCOA financial audit for the 2014/2015 fiscal year. Auditor's Opinion: The financial statements are fairly stated in all material respects. Dan reviewed the bank reconciliation process with the Board, TPFO and Executive Director.

Dan also reviewed the following reports: Statement of Financial Position, Revenues and Expenditures, and Statement of Cash Flow. Dan advised the Board that the Auditor's responsibility is to primarily place an opinion on the audited financial statements. Dan would indicate any significant estimates or accounting adjustments or difficulties that he encountered through the process and he was happy to report that there were none this past year. **A clean opinion was offered.**

Motion by Elaine Ableidinger, **second** by Corky Proulx to accept the financial audit ending September 30, 2015 as presented. **Roll call: Yes: Ableidinger, Beswick, Clark, LaFleche, Proulx, Roth, Athan. Motion passed 7-0.**

- V. **May 3, 2016 Millage Language:** MCCOA legal counsel has reviewed existing millage language and provided language that is duplicative of the current, separate, ¼ mill proposals for a .50 millage request for the period of 2016 through 2019, inclusive. **Motion by** Corky Proulx, **second by** Betty Clark to approve the millage language for .50 mills effective 2016 through 2019, inclusive, and to present to the Montmorency County Board of Commissioners for approval and placement on the May 3, 2016 ballot. **Roll call: Yes: Ableidinger, Beswick, Clark, LaFleche, Proulx, Roth, Athan. Motion passed 7-0.**

- VI. Equipment Disposal: Executive Director requested Board approval for disposal of a microwave, file cabinet and two copier stands. The microwave and file cabinet cannot be used. Anna clarified for the Board that none of this equipment was purchased utilizing OSA funds; therefore no approval was required from them. **Motion by** Corky Proulx, **second by** Judith Roth to offer copier stands to staff or board on a donation basis and microwave and file cabinet to be disposed of. If equipment is not disposed of within two weeks, the equipment will be offered to the Montmorency County Animal Shelter for their recycling program. **Motion carried, 4 yes (Proulx, Roth, Beswick, Athan) to 3 no (LaFleche, Ableidinger, Clark).**
- VII. Accounts Payable: Payables were presented for the period of December 1 to December 15, 2015 in the amount of \$19,514.98. **Motion by** Bert LaFleche, **second by** Betty Clark to approve payables in the amount of \$19,514.98 for 12/01 to 12/15/15. **Roll call: Yes: Ableidinger, Beswick, Clark, LaFleche, Proulx, Roth, Athan. Motion passed 7-0.**
- VIII. Adjournment: Meeting adjourned at 10:15 a.m.

Minutes compiled by,

Anna M. Rogers
Executive Director