



Date: April 6, 2021  
Time: 6:00 p.m.  
Place: Admin Offices and Zoom Video Conference

Board Present: Mr. David Whitlock, Ms. Barb Laberer, Mr. Joe McGowan, Ms. Lyn Havin, and Mr. Jeff Bock at 6:10pm via Zoom

Staff Present: Ms. Lori Schaedler, Ms. Teresa Barylski, Ms. Sherry Schneider, Ms. Grace Garlock, Mr. Larry Ley, Ms. Clara Wilson, Mr. Tom Beck, Ms. Angie Smallwood

Mr. Joe McGowan, Chair, opened the meeting.

### **Agenda**

MOTION was made by Ms. Barb Laberer, seconded by Ms. Lyn Havin, to approve the April 6, 2021 agenda as presented. Motion carried (3-0).

### **Regular Session Minutes**

MOTION was made by Ms. Barb Laberer, seconded by Mr. David Whitlock, to approve the March 2, 2021 regular and closed session minutes. Motion carried (3-0).

**Treasurer's Report and Finance Committee** – Mr. Larry Ley presented February 2021 financial reports.

MOTION was made by Ms. Barb Laberer seconded by Ms. Lyn Havin, to accept the February 2021 financial reports as presented. Motion carried (4-0).

**Executive Director's Report** – Ms. Lori Schaedler presented the Executive Directors report. We continue to follow CDC and federal guidance for Covid-19. Covid pay has been discontinued and staff are now using their sick and/or vacation accrual for quarantine if needed. We are cautiously proceeding to support people in their access to their community while remaining safe. Collaboration efforts are underway for shared office space in our new building for Empac and Vocational Rehab. Authorized behavioral services continue however services not connected to the Life Ops program will be decreased. The ABILITY benefit package is under review and expecting changes as we move our benefit renewals to a July 1 start instead of following the calendar year. The Sullivan House renovations continue with hopes to have everything completed by the end of the month.

**Public Comments** – None

**Program Reports** – Ms. Grace Garlock, Director of Support Services, reports only one client tested positive in January, no employees tested positive so far this year. Twenty nine of thirty four residential clients have been vaccinated and at least 50% of staff are vaccinated. Staffing is a struggle with 17 openings currently with 5 being full time openings. Usage in personal assistance and transportation services are increasing. Small recreation events with less than 15 participants each continued in the first quarter. Photos of the Sullivan House renovation was presented.

**Community Relations Report** –Ms. Lori Schaedler presented the March community activities and upcoming April events. Reaching for the Stars Dinner Auction was discussed. Examples of ‘funding needs’ to focus fundraising efforts on include future endeavors to enhance community involvement for persons served.

**Old Business** – None

**New Business** –

Facilities Maintenance & Equipment Budget – Ms. Lori Schaedler requested adding a line item to the FY20-21 budget of \$15,000 for facility maintenance and equipment.

MOTION was made by Ms. Barb Laberer, seconded by Mr. David Whitlock, to approve adding \$15,000 to the current fiscal year 20-21 budget for facility maintenance and equipment. Motion carried (3-0).

Ms. Lori Schaedler presented proposals from Frueh, Menke Heating and Cooling, and AJ Heating and Air-Conditioning to replace the HVAC systems. All three proposals were reviewed to compare replacement costs of the three nonworking units from each company. Clarification is needed to determine the difference between 3 phase and 1 phase electric and the seer levels for the heat pumps.

Farmers and Merchants Bank Savings Account Resolution - Ms. Lori Schaedler presented a resolution to open a savings account with Farmers and Merchants Bank in the amount not to exceed \$249,000 with Ms. Schaedler, Mr. Ley, and Ms. Barylski as authorized signatories.

MOTION was made by Ms. Lyn Havin, seconded by Mr. David Whitlock, to adopt the board resolution to open a savings account at Farmers and Merchants Bank dated April 6, 2021. Motion carried (4-0).

Ms. Lori Schaedler, Mr. Larry Ley, and Ms. Teresa Barylski reported meeting with ADP to discuss recordkeeping options for ABILITY’s 401(k) plan. ADP SmartSync would simplify employee access, provide a corporate trustee to the plan reducing ABILITY’s liability, and would reduce ABILITY’s administrative tasks all while realizing a cost savings to the plan participants. Additional information will be forwarded for review.

**Items for Next Meeting** – None

MOTION to adjourn was made by Mr. David Whitlock, seconded by Ms. Barb Laberer. Motion carried (4-0).

Meeting adjourned.

Respectfully submitted,



Ms. Lyn Havin

Recorded by,



Ms. Teresa Barylski

**ATTACHMENTS**

- March 2, 2021 Regular Session Minutes
- March 2, 2021 Closed Session Minutes
- February 2021 Financial Statement
- Executive Director Report
- Community Relations handout
- Support Services handout