



Date: January 5, 2021

Time: 6:00 p.m.

Place: Admin Offices and Zoom Video Conference

Board Present: Ms. Lyn Havin, Mr. David Whitlock, Ms. Barb Laberer, Mr. Jeff Bock, Mr. Joe McGowan

Staff Present: Ms. Lori Schaedler, Ms. Teresa Barylski, Ms. Grace Garlock, Ms. Sally LaVigne, Mr. Tom Beck, Ms. Clara Wilson, Mr. Larry Ley, Mr. Dennis Kramme

Mr. Joe McGowan, Chair, opened the meeting.

Agenda

MOTION was made by Ms. Barb Laberer, seconded by Mr. David Whitlock, to approve the January 5, 2021 agenda as presented. Motion carried (4-0).

Regular Session Minutes

MOTION was made by Ms. Lyn Havin, seconded by Ms. Barb Laberer, to approve the December 7, 2020 regular and closed session minutes. Motion carried (4-0).

Treasurer's Report and Finance Committee – Mr. Larry Ley presented November 2020 financial reports. The document titled 'November 2020 Financial Statement Notes' was presented to provide an explanation of budget shortfalls.

MOTION was made by Mr. Barb Laberer, seconded by Ms. Lyn Havin, to accept the November 2020 financial reports as presented. Motion carried (4-0).

Executive Director's Report – Ms. Lori Schaedler presented information on ABILITY's vaccination progress. ABILITY signed a contract with Compass Health to expedite rapid Covid testing for staff as needed. A meeting was held today with Ms. Straatmann, Ms. Barylski, Ms. Wilson, and Ms. LaVigne to discuss options to increase private insurance services. Reciprocal tours with Empac are scheduled to provide a complete understanding of services provided by both agencies as we each expand services. A transition is underway for our fundraising and community awareness efforts as Dennis transitions to part-time. An electronic suggestion box was created to provide staff an opportunity to express comments/suggestions. To ensure transparency we ask permission to post suggestions and our response, so we are clearly communicating the ideas as they are submitted.

Public Comments – None

Program Reports – Ms. Grace Garlock, Director of Support Services, presented program information. Ms. Garlock expressed that staffing has been stable during December. Applicants have been slow in November and December and the program currently has 5 open positions. To date we have had 86 staff test for Covid with 62 negative and 24 positive cases. Twenty clients were tested with 9 negative and 11 positive results. All persons with Covid-19 to date experienced mild symptoms and are improving or have fully recovered. Clients are scheduled for vaccination on Friday January 8, 2021.

Community Relations Report –Ms. Schaedler reported Mr. Kramme’s participation in community meetings in December. The holiday dessert auction raised over \$4,000. The vehicle grant awards in 2019 and 2020 are still not official. The 30 minute donor education presentation will be scheduled in February. Gift bags were provided for all ISLs by The Friends Foundation. The gift bags were delivered by caroling administration staff on December 22nd.

Old Business –

Sullivan House Progress – Ms. Schaedler reported that volunteers painted most all areas at Sullivan House. The furniture assembly and the last painting day will be scheduled soon.

New ABiLITY building – Ms. Schaedler presented two bids for the St. Clair building renovations. Proposal 1: Jasper Builders, Inc. in the amount of \$146,450 includes all renovations per plan plus the removal of teller line & miscellaneous furniture in main area and to clean/power wash the stone exterior. Proposal 2: Sieve Contractors in the amount of \$199,230 excludes noted items. Ms. Schaedler requested an additional \$20,000 for change orders and/or miscellaneous expenses.

MOTION was made by Mr. David Whitlock, seconded by Ms. Lyn Havin, to accept the proposal received by Jasper Builders, Inc. in the amount of \$146,450 and an additional \$20,000 for miscellaneous expenses as presented. Motion carried (4-0).

Policy change-wage adjustments – Ms. Schaedler presented current salaries for all ABiLITY staff. We recently participated in a MACDDS salary survey and results will be shared when compiled. Ms. Barylski has shared several salary resources and when results of the MACDDS salary survey is received a salary range will be created for all job categories.

Discussion was held on expanding the board of directors with members and staff offering suggestions.

New Business – None

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,

Recorded by,



Ms. Lyn Havin

Ms. Teresa Barylski

ATTACHMENTS

- December 7, 2020 Regular and Closed Session Minutes
- November 2020 Financial Statement Notes
- Financial Statements
- Executive Director Report
- Building renovation proposals
- ABiLITY salary range document
- Community Relations handout
- Support Services handout