

**NORTHEAST MISSOURI AREA AGENCY ON AGING  
BOARD OF DIRECTORS MEETING MINUTES**

Telephone Conference

February 23, 2021

10:00 A.M.

**BOARD MEMBERS PRESENT ON PHONE CALL:** Beverly Cole,  
Laura Burnham, Travelle Whitaker, Carol Ragar, Dollene Sanders,  
Debra Sparks and Twila Anderson.

**EXCUSED:** Ruby Dunbar, Cheryl Brammer, Mary Lou Brennan and Cheryl  
Hayes.

**STAFF PRESENT:** Pam Windtberg

**APPROVAL OF AGENDA:** The agenda was approved as presented.

**APPROVAL OF MINUTES:** The November 23, 2020 minutes were approved.

**EXECUTIVE DIRECTOR UPDATE:**

Our QuickBooks has been corrupted. Our backup system has not functioned since Sheryl got her new computer in July. The January financial reports will be available as soon as all of the information from July 20- February 21 has been reentered. The new LED lights in the office have been installed. Four Senior Centers are open for congregate meals- all centers continue to provide home delivered meals/curb side pickup meals. We still have COVID-19 funding for meals. We do not know when we will get back the General Revenue funding that has been replaced with temporary COVID-19 funding.

**FINANCIAL REPORTS (Balance Sheet and Budgeted Statement of Revenues and Expenditures, Checks Written Report):** Twila Anderson made the motion to approve the November, December financial reports as distributed. Seconded by Carol Ragar and carried by aye vote of all those listed above as present.

**Approval of Revised Board Bylaws:** Twila Anderson made the motion to adopt the revised bylaws. Seconded by Carol Ragar and carried by aye vote of all those listed above as present.

**FY 20 Contractor Monitoring:** We are continuing with our virtual monitoring. Contractors are faxing all of the information we would be looking at if we were on-site. It is a slow process but we will complete all of the monitoring by our deadline of June 30, 2021.

**FY 20 Agency Audit:** The agency audit was completed on January 21<sup>st</sup>. There were no findings or issues. For the audit presentation to the Board, members voted to have the presentation done by email.

**Approval FY 2021 Area Plan Update:** Debra Sparks made the motion to approve submitting the FY 21 area plan update. Seconded by Twila Anderson and carried by aye vote of all those listed above as present.

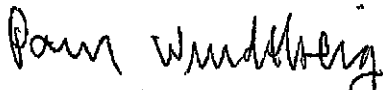
**FY 21 MEHTAP Application:** Travelle Whitaker made the motion to submit the FY 21 MEHTAP application. Seconded by Debra Sparks and carried by aye vote of all those listed above as present.

**Board Elections:** With a majority of senior centers closed to the public due to COVID-19, Twila Anderson made the motion to cancel FY 22 Board/SHL Elections, with all Board members/Board officers/SHL members remaining in their current positions. Seconded by Carol Ragar and carried by aye vote of all those listed above as present.

**SHL Virtual Session:** Laura, Twila, Dollene & Pam missed the session due to NEMO AAA Board meeting.

The meeting adjourned at 11:30 am.

Respectfully submitted,



Pam Windtberg, Executive Director