



Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA

Meeting location: Call in only

Conference Call • 1-646-876-9923 • Participant Code • 98384192496

<https://kirkwood.zoom.us/j/98384192496>

Board of Directors Agenda

Thursday, July 8 2021

2:00-3:30 PM

- I. Call to Order
- II. Mission Moment
- III. Approve or Amend Agenda
- IV. Approval of Minutes of the Board of Directors meeting held on June 10, 2021
- V. Board membership renewals
 - a. Discussion of by- laws and Board expectations
- VI. Board Officers FY 22
 - a. Chair
 - b. Vice Chair
 - c. Treasurer
 - d. Secretary
- VII. Committee Monthly Reports
 - a. Financial/ bank balance
 - b. Outreach
- VIII. Operations/Executive Director Report Werning
 - a. Zoom/in person meetings
- IX. Action Items and Assignments-
 - a. Annual meeting/member elections date and time
 - b. FY22 Conflict of Interest Statement/Forms
- X. Open Agenda
- XI. Adjourn

Next Meeting: Thursday, August 12, 2021, 2:00



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Board of Directors Agenda

Thursday, August 12, 2021

2:00-3:30 PM

- I. Call to Order
- II. Mission Moment-
- III. Staff speaker- Drew Floyd and Kellie Elliott-Kapparos
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on July 8, 2021
- VI. Election of returning Officers
- VII. Board Officers FY 22
 - a. Chair
 - b. Vice Chair
 - c. Treasurer
 - d. Secretary
- VIII. Committee Monthly Reports
 - a. Financial
 - b. Fundraising Committee
 - c. Outreach
- IX. Operations/Executive Director Report Werning
 - a. ARPA summary discussion
- X. Action Items and Assignments-
 - a. Approval of salary restructuring
- XI. Open Agenda
- XII. Adjourn

Next Meeting: Thursday, September 9, 2021, 2:00



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Board of Directors Agenda

Thursday, September 9, 2021

2:00-3:30 PM

- I. Call to Order
- II. Mission Moment-
- III. Staff presentation
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on August 12, 2021
- VI. Approval of Task Force Membership
- VII. Approval of Advisory Council Membership
- VIII. Operations/Executive Director Report Werning
- IX. Action Items and Assignments-
- X. Open Agenda
- XI. Adjourn

Next Meeting: Thursday, October 14, 2021, 2:00



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Board of Directors Agenda

Thursday, October 14, 2021

2:00-3:30 PM

- I. Call to Order
 - a. introductions
- II. Mission Moment-
- III. Tim Getty- fundraising
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on September 9, 2021
- VI. Approval of Advisory Council representative to the Board
- VII. Task Force changes
- VIII. Committee Reports
 - a. Finance
 - b. Outreach
 - c. Fundraising
 - d. Human Resources
- IX. Operations/Executive Director Report Werning
 - a. IRTC
 - b. IDA EAPA grant
- X. Action Items and Assignments-
- XI. Open Agenda
- XII. Adjourn

Next Meeting: Thursday, November 18, 2021, 2:00



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Board of Directors Agenda

Thursday, November 18, 2021

2:00-3:30 PM

- I. Call to Order
 - a. introductions
- II. Mission Moment-
- III. Staff presentation
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on October 14, 2021
- VI. Task Force changes
- VII. Committee Reports
 - a. Finance
 - b. Outreach
 - c. Fundraising
 - d. Human Resources
- VIII. Operations/Executive Director Report Werning
- IX. Action Items and Assignments-
 - a. Approval of policy drafts
- X. Open Agenda
- XI. Adjourn

Next Meeting: Thursday, December 9, 2021, 2:00



Area Agency on Aging

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Board of Directors Agenda

Thursday, December 9, 2021

2:00-3:30 PM

- I. Call to Order
 - a. Introductions-Kelzye Bedwell and Leslie Zickafoose
- II. Mission Moment-
- III. Staff presentation- Kimi Hambright, The Arbor
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on November 15, 2021
- VI. Committee Reports
 - a. Finance
 - b. Outreach
- VII. Operations/Executive Director Report Werning
 - a. Introduce new staff
 - b. Development Plan
 - c. Fundraising for the TAILS program
- VIII. Action Items and Assignments-
 - a. Approval of policy drafts
 - b. Approval of Board Resignation- Matt Piersall
- IX. Open Agenda
- X. Adjourn

Next Meeting: Thursday, January 13, 2022, 2:00



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Board of Directors Agenda

Thursday, January 13, 2022

2:00-3:30 PM

- I. Call to Order
- II. Mission Moment
- III. Staff presentation
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on December 9, 2021
- VI. Committee Reports
 - a. Finance
 - b. Outreach
- VII. Operations/Executive Director Report Werning
 - a. Review of the new board dashboard
- VIII. Action Items and Assignments-
 - a. Acceptance of board resignation
 - b. Asking for board member recommendations
- IX. Open Agenda
- X. Adjourn

Next Meeting: Thursday, February 12, 2022, 2:00



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Board of Directors Agenda

Thursday, February 10, 2022

2:00-3:30 PM

- I. Call to Order
- II. Mission Moment
- III. Staff presentation- Janice Coleman
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on January 13, 2021
- VI. Committee Reports
 - a. Finance
- VII. Operations/Executive Director Report Werning
 - a. Review of additional dashboard items
- VIII. Action Items and Assignments-
 - a. Board member recommendations- at large
 - b. Vice President recommendation/approval
- IX. Open Agenda
- X. Adjourn

Next Meeting: Thursday, March 10, 2022, 2:00



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Board of Directors Agenda

Thursday, March 10, 2022

2:00-3:30 PM

- I. Call to Order
- II. Staff presentation- Geneva Towers, Kellie Elliott-Kapparos
- III. Approve or Amend Agenda
- IV. Approval of Minutes of the Board of Directors meeting held on February 10, 2021
- V. Finance Report
 - a. Audit
- VI. Committee Reports
 - a. Outreach
 - b. Fundraising
 - i. Gordon Fischer proposal
 - ii. Signature fundraising event
- VII. Operations/Executive Director Report Werning
 - a. New benefit vendor- EAP Mercy
- VIII. Action Items and Assignments-
 - a. Policy approval
 - b. Review and approval of Area Plan Draft
 - c. Review and approval of FY 2023 Budget Draft
- IX. Open Agenda
- X. Adjourn

Next Meeting: Thursday, April 14, 2022, 2:00



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Board of Directors Agenda

Thursday, April 21, 2022

2:00-3:45 PM

- I. Call to Order
- II. Staff presentation
- III. Approve or Amend Agenda
- IV. Approval of Minutes of the Board of Directors meeting held on March 10, 2022
- V. Finance Report
 - a. Audit
- VI. Committee Reports
 - a. Outreach
- VII. Operations/Executive Director Report Werning
- VIII. Action Items and Assignments-
- IX. Open Agenda
- X. Adjourn

Next Meeting: Thursday, May 12, 2022, 2:00



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Board of Directors Agenda

Thursday, May 12, 2022

2:00-3:30 PM

- I. Call to Order
- II. Mission Moment
- III. Provider presentation
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on April 21, 2022
- VI. Finance Report- approval
- VII. Committee Reports
 - a. Outreach
- VIII. Operations/Executive Director Report Werning
- IX. Action Items and Assignments-
 - a. Sarah Martinez resignation
 - b. New position: approval to proceed
 - c. WIFI staff reimbursement discussion
 - d. Return to face to face board meetings
- X. Open Agenda
- XI. Adjourn

Next Meeting: Thursday, June 9, 2022, 2:00



Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA

Meeting location: Call in or Room 127 Horticulture Building Kirkwood Campus

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Board of Directors Agenda

Thursday, June 9, 2022

2:00-3:30 PM

- I. Call to Order
- II. Mission Moment
- III. Provider presentation
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on May 12, 2022
- VI. Finance Report- approval
- VII. Committee Reports
 - a. Outreach
- VIII. Operations/Executive Director Report Werning
 - a. Update on Conflict of Interest
 - b. Marketing
 - c. Fundraising Committee members
- IX. Action Items and Assignments-
 - a. FY23 County Task Force Voting and non-voting members
 - b. FY23 Advisory Council Appointees
- X. Open Agenda
 - a. Discussion- New Board Members needed
- XI. Adjourn

Next Meeting: Thursday, July 14, 2022, 2:00