Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in or Room 127 Horticulture Building Kirkwood Campus
Conference Call • 1-646-876-9923 • Participant Code • 98384192496
https://kirkwood.zoom.us/j/98384192496

Board of Directors Agenda

Thursday, July 14, 2022   **2:00-3:30 PM**

    I.   Call to Order

    II.   New Staff- Lauren Geistkemper

    III.   Dave Thielen, New Linn County Supervisor Appointee

    IV.   Provider Presentation-Mike Barnhart, Horizons

    V.   Approve or Amend Agenda

    VI.   Approval of Minutes of the Board of Directors meeting held on June 9, 2022

    VII.   Finance Report- approval

    VIII.   Nomination Committee

    IX.   Operations/Executive Director Report   Werning

        a.   Caregiver sessions

        b.   Elder Rights Law

        c.   IRTC staff

    X.   Action Items and Assignments-

        a.   Member Election process

        b.   New Board Member search (ex: Attorney, Marketer)

    XI.   Open Agenda

    XII.   Adjourn

Next Meeting: Thursday, August 11, 2022, 2:00

Board of Directors Agenda

Thursday, August 11, 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 July 14, 2022

VI.   Finance Report- approval

VII.   Operations/Executive Director Report   Werning

    a.   HHS realignment

    b.   Business partnership progress

    c.   IRTC update

    d.   Year end dashboard

    e.   Conflict of Interest Policy

VIII.   Action Items and Assignments-

    a.   Policy approval

    b.   New part time positions approval

IX.   Open Agenda

 X.   Adjourn

Next Meeting: Annual Meeting Thursday, September 8, 2022, 2:00

Board of Directors Agenda

Thursday, September 8, 2022   **2:00-3:30 PM**

   I.   Call to Order

  II.   Introduction of new members

 III.   Approve or Amend Agenda

 IV.   Approval of Minutes of the Board of Directors meeting held on August 11, 2022

  V.   Action Items and Assignments-

       a. Board members term renewal for approval

       b. Advisory Chair approval for Board Membership

       c. Roster of Officers for approval

 VI.   Board Training- Joe Sample, Sample Professional Services

VII.   Adjourn

Next Meeting: Annual Meeting Thursday, October 13, 2022, 2:00

Board of Directors Agenda

Thursday, October 13, 2022   **2:00-3:30 PM**

   I.   Call to Order

  II.   New staff introductions- Julie Roman and Sara Meade

 III.   Approve or Amend Agenda

 IV.   Approval of Minutes of the Board of Directors meeting held on September 8, 2022

  V.   Finance Report- Approval

 VI.   Fundraising Committee Report (Dusti Winkie, Shawn Ireland, Karen Huber)

 VII.   Operations/Executive Director Report   Werning

VIII.   Presentation – Larry Kudej, OIL (Older Iowans Legislature)

 IX.   Action Items and Assignments-

       a. Action- Conflict of Interest Policy Approval

       b. Action- Washington County Representative (Karri Fisher) Approval

       c. Action- Hybrid Work Policy Approval

       d. Action- Task Force Linn County (Melinda Haley) approval

  X.   Open Agenda

       a. Board meeting schedule

       b. December meeting discussion

 XI.   Public Comment

XII.   Adjourn

Next Meeting: Annual Meeting Thursday, November 13, 2022, 2:00

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in Conference Call • 1-646-876-9923 • Participant Code • 98384192496
https://kirkwood.zoom.us/j/98384192496

Board of Directors Agenda

Thursday, November 10, 2022   **2:00-3:30 PM**

   I.   Call to Order

  II.   Introduce new member Karri Fisher

 III.   Mission moment

 IV.   Approve or Amend Agenda

  V.   Approval of Minutes of the Board of Directors meeting held on October 13, 2022

 VI.   Finance Report- Approval

 VII.   Fundraising Committee Report (Dusti Winkie, Shawn Ireland, Karen Huber)

VIII.   Operations/Executive Director Report   Werning

 IX.   Action Items and Assignments-

        a.   Policy Approval

        b.   December meeting- venue change

  X.   Open Agenda

 XI.   Public Comment

 XII.   Adjourn

Next Meeting: Thursday, December 8, 2022, 2:00

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in or Heritage AAA Main Conference Room Kirkwood Campus
Conference Call • 1-646-876-9923 • Participant Code • 98384192496
https://kirkwood.zoom.us/j/98384192496

Board of Directors Agenda

Thursday, January 12, 2023   **2:00-3:30 PM**

I.   Call to Order

II.   Approve or Amend Agenda

III.   Approval of Minutes of the Board of Directors meeting held on November 10, 2022

IV.   Harrison March- Staff Presentation

V.   New Officers- Approval

    a.   Sister Susan O'Connor- Vice President

    b.   Shawn Ireland- Secretary

VI.   Changes to Advisory and Task Force

VII.   Finance Report- Approval

VIII.   Fundraising Committee Report (Dusti Winkie, Shawn Ireland, Karen Huber)

IX.   Operations/Executive Director Report   Werning

X.   Action Items and Assignments-

    a.   March Meeting extended

XI.   Open Agenda

XII.   Public Comment

XIII.   Adjourn

Next Meeting: February 9, 2023, 2:00

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in or Heritage AAA Main Conference Room Kirkwood Campus
Conference Call • 1-646-876-9923 • Participant Code • 98384192496
https://kirkwood.zoom.us/j/98384192496

Board of Directors Agenda

Thursday, February 9, 2023   **2:00-3:30 PM**

    I.   Call to Order

   II.   Approve or Amend Agenda

  III.   Approval of Minutes of the Board of Directors meeting held on January 12, 2023

  IV.   Finance Report- Approval

   V.   Fundraising Committee Report (Dusti Winkie, Shawn Ireland, Karen Huber)

  VI.   Operations/Executive Director Report   Werning

 VII.   Action Items and Assignments

        a.   Policy approval

VIII.   Open Agenda

  IX.   Public Comment

   X.   Adjourn

Next Meeting: March 9, 2023, 1:30

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in or Heritage AAA Main Conference Room Kirkwood Campus
Conference Call • 1-646-876-9923 • Participant Code • 98384192496
https://kirkwood.zoom.us/j/98384192496

Board of Directors Agenda

Thursday, March 9, 2023   **1:30-3:30 PM**

  I.   Call to Order

  II.   Approve or Amend Agenda

  III. Approval of Minutes of the Board of Directors meeting held on February 9, 2023

  IV.   Finance Report-Approval

  V.   Fundraising Committee Report (Dusti Winkie, Shawn Ireland, Karen Huber)

  VI.   Operations/Executive Director Report   Werning

  VII. Action Items and Assignments

         a.   Review and approval of Area Plan Draft

         b.   Review and approval of FY24 Budget Draft

  VIII. Open Agenda

  IX.   Public Comment

  X.   Adjourn

Next Meeting: April 13, 2023, 2:00

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in or Heritage AAA Main Conference Room Kirkwood Campus
Conference Call • 1-646-876-9923 • Participant Code • 98384192496
https://kirkwood.zoom.us/j/98384192496

Board of Directors Agenda

Thursday, April 13, 2023   **2:00-3:30 PM**

   I.   Call to Order

  II.   Approve or Amend Agenda

 III.   Approval of Minutes of the Board of Directors meeting held on March 9, 2023

 IV.   Mandi Holcomb- Denman and Company, LLC – annual audit

  V.   Finance Report-Approval

 VI.   Fundraising Committee Report (Dusti Winkie, Shawn Ireland, Karen Huber)

 VII.   Operations/Executive Director Report   Werning

VIII.   Action Items and Assignments

        a.   Policies- for approval

        b.   Board member education requirements-information

 IX.   Open Agenda

  X.   Public Comment

 XI.   Adjourn

Next Meeting: May 11, 2023, 2:00

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA

Meeting location: Call in or Heritage AAA Main Conference Room Kirkwood Campus

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

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

Board of Directors Agenda

Thursday, May 11, 2023   **2:00-3:30 PM**

I. Call to Order

II. Introduction of New Board Member

III. Mission Moment

IV. Approve or Amend Agenda

V. Approval of Minutes of the Board of Directors meeting held on April 13, 2023

VI. Finance Report- (Barb) Approval

VII. Fundraising Committee Report (Dusti Winkie, Shawn Ireland, Karen Huber)

VII. Operations/Executive Director Report   Werning

VIII. Action Items and Assignments

    a. Board Member Resignation

IX. Open Agenda

X. Public Comment

XI. Adjourn

Next Meeting: June 8, 2023, 2:00

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
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Board of Directors Agenda

Thursday, June 8, 2023   **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 May 11, 2023

   V.   Finance Report- (Jenn Knudtson) Approval

   VI.   Fundraising Committee Report (Dusti Winkie, Shawn Ireland, Karen Huber)

   VII.   Operations/Executive Director Report   Werning

   VIII.   Action Items and Assignments

   IX.   Open Agenda

   a.   FY24 County Task Force Voting and non-voting members

   b.   FY24 Advisory Council Appointees

   X.   Public Comment

   XI.   Adjourn

Next Meeting: July 13, 2023, 2:00

Heritage
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

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

Heritage
Area Agency on Aging
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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

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

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
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Conference Call • 1-646-876-9923 • Participant Code • 98384192496
https://kirkwood.zoom.us/j/98384192496

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

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

Heritage
Area Agency on Aging
6301 Kirkwood Blvd SW, Cedar Rapids IA
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Conference Call • 1-646-876-9923 • Participant Code • 98384192496
https://kirkwood.zoom.us/j/98384192496

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

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

Heritage
Area Agency on Aging

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

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

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

Heritage
Area Agency on Aging
6301 Kirkwood Blvd SW, Cedar Rapids IA
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https://kirkwood.zoom.us/j/98384192496

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

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
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https://kirkwood.zoom.us/j/98384192496

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

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in only
Conference Call • 1-312-626-6799 • Participant Code • 959 8415 3622
https://kirkwood.zoom.us/j/95984153622

Board of Directors' Agenda

Thursday, July 9, 2020   **2:00-3:30 PM**

   I.   Call to Order and Roll Call

  II.   Approve or Amend Agenda

 III.   Consideration of Minutes of the Board of Directors' meeting held on June 11, 2020

 IV.   Executive Director Introduction

  V.   Approvals (Elliott-Kapparos/Sindt)

       a. Task Force applications

       b. Advisory Council appointment

       c. FY21 Meeting schedule

 VI.   Committee Reports

       a. Financial

           i. Monthly Report   Treasurer Ovel or designee

 VII.   Operations Update (Elliott-Kapparos/Sindt)

VIII.   Action Items and Assignments

 IX.   Open Agenda

  X.   Adjourn

Next Meeting: Thursday, August 13, 2020, 2:00

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in only
Conference Call • 1-312-626-6799 • Participant Code • 988834174367
https://kirkwood.zoom.us/j/98834174367

Board of Directors' Agenda

Thursday, September 10, 2020   **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 July 9, 2020

  V. Approvals   Werning

    a. Task Force applications

    b. Advisory Council appointment

    c. FY21 Meeting schedule

  VI. Committee Reports

    a. Financial

        i. Monthly Report   Treasurer Ovel or designee

  VII. Operations Update   Werning

  VIII. Conflict of Interest discussion   Elliott-Kapparos

  IX. Action Items and Assignments

  X. Open Agenda: what is helpful to you in these meetings, what would you like to know

  XI. Adjourn

Next Meeting: Thursday, October 8, 2020, 2:00

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in only
Conference Call • 1-646-876-9923 • Participant Code • 97667639275
https://kirkwood.zoom.us/j/97667639275

Board of Directors' Agenda

Thursday, October 8, 2020   **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 September 10, 2020

V. Approvals   O'Connor/Werning

    a. KCC Board representative

    b. Board at-large opening

    c. Closures and holidays

VI. Committee Reports

    a. Financial

        i. Monthly Report   Treasurer Ovel or designee

VII. Operations/Executive Director Report   Werning

    a. Speaker: Laura- Elder abuse

    b. Service Area Plan process

    c. Board Training- VOCA requirements

VIII. Action Items and Assignments

    a. Committees

IX. Open Agenda: what is helpful to you in these meetings, what would you like to know

X. Adjourn

Next Meeting: Thursday, November 12, 2020, 2:00

Heritage
Area Agency on Aging

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Board of Directors' Agenda

Thursday, November 12, 2020   **2:00-3:30 PM**

 I. Call to Order

 II. Mission Moment

 III. Ann Neville- Case Management

 IV. Approve or Amend Agenda

 V. Approval of Minutes of the Board of Directors' meeting held on October 8, 2020

 VI. Approvals   O'Connor/Werning

    a. Task Force update

    b. Advisory Council update

 VII. Committee Reports

    a. Financial

        i. Monthly Report   Treasurer Ovel or designee

 VIII. Operations/Executive Director Report   Werning

 IX. Action Items and Assignments

    a. Synopsis of Board input

    b. Committee Job Descriptions- input

 X. Open Agenda:

 XI. Adjourn

Next Meeting: Thursday, December 10, 2020, 2:00

Heritage
Area Agency on Aging

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Board of Directors' Agenda

Thursday, December 10, 2020   **2:00-3:30 PM**

   I.   Call to Order

  II.   Mission Moment

 III.   Staff speaker- Maria Donahoe, Family Caregiver Coordinator

 IV.   Approve or Amend Agenda

  V.   Approval of Minutes of the Board of Directors' meeting held on November 12, 2020

 VI.   Approvals/Updates   O'Connor/Werning

       a.   Task Force update

       b.   Advisory Council update

 VII.   Committee Reports/Approval

       a.   Financial

            i.   Monthly Report   Treasurer Ovel

 VIII.   Operations/Executive Director Report   Werning

 IX.   Action Items and Assignments

       a.   Approval of committee descriptions

  X.   Open Agenda:

 XI.   Adjourn

Next Meeting: Thursday, January 14, 2020, 2:00

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Board of Directors' Agenda

Thursday, January 14, 2021   **2:00-3:30 PM**

I. Call to Order

II. Mission Moment

III. Staff speaker- Tim Getty, Nutrition

IV. Approve or Amend Agenda

V. Approval of Minutes of the Board of Directors' meeting held on December 10, 2020

VI. Approvals/Updates   O'Connor/Werning

    a. Task Force update

    b. Advisory Council update- Discussion on Advisory Council requirements

VII. Committee Reports

    a. Financial

        i. Monthly Report   Treasurer Ovel

VIII. Operations/Executive Director Report   Werning

    a. ADRC/Life Long Links – Kellie Elliot-Kapparos

IX. Action Items and Assignments-

    a. Toni Claussen - resignation from Board

X. Open Agenda: Committee assignments

XI. Adjourn

Next Meeting: Thursday, February 11, 2021, 2:00

Heritage
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, February 11, 2021   **2:00-3:30 PM**

   I.   Call to Order

   II. Mission Moment- Kimi Hambright, Options Counselor

   III. Staff speakers- Bryan Bruner, Health and Wellness Coordinator and Jill Sindt, Community Advancement

        Director

   IV. Approve or Amend Agenda

   V.   Approval of Minutes of the Board of Directors' meeting held on January 14, 2021

   VI. Committee Reports

        a. Financial

            i.   Monthly Report   Treasurer Ovel

        b. Human Resources

            i.   Monthly Report

   VII. Operations/Executive Director Report   Werning

        a. ADRC/Life Long Links – Kellie Elliot-Kapparos

        b. Vaccine update- Heritage's role

   VIII. Action Items and Assignments-

        a. Board member resignation

        b. New board member approval

        c. Vaccine staff incentives

        d. GrandPads expense approval

        e. HR Committee Recommendations: Health and Welfare Benefits, Employee transition

   IX. Open Agenda

   X.   Adjourn

Next Meeting: Thursday, March 11, 2021, 2:00

Heritage
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, March 11, 2021   **2:00-3:30 PM**

I.   Call to Order

II.   Mission Moment- Barb

III. Closed meeting criteria

IV.   Approve or Amend Agenda

V.   Approval of Minutes of the Board of Directors' meeting held on February 11, 2021

VI.   Committee Reports

    a.   Financial

        i.   Monthly Report

    b.   Human Resources

        i.   Monthly Report

    c.   Fundraising Committee

        i.   Monthly Report

VII. Operations/Executive Director Report   Werning

    a.   Progress in becoming employer of record-KCC MOU, payroll, handbook

    b.   Eugenia- area plan

VIII. Action Items and Assignments-

    a.   Approve Board Jones County Board appointment

IX.   Open Agenda

X.   Adjourn

Next Meeting: Thursday, April 8, 2021, 2:00

Heritage
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, April 8, 2021   **2:00-3:30 PM**

  I.   Call to Order

  II.   Mission Moment

  III.   Staff speaker- Jennifer Walker, Information Specialist

  IV.   Approve or Amend Agenda

  V.   Approval of Minutes of the Board of Directors meeting held on March 11, 2021

  VI.   Committee Monthly Reports

      a. Financial

      b. Human Resources

          i. No report

      c. Fundraising Committee

      d. Outreach Committee

  VII.   Operations/Executive Director Report   Werning

  VIII.   Action Items and Assignments-

      a. Approve Kirkwood Community College Board Appointee

      b. Approval of Treasurer

      c. Service Area Plan FY 2022-25 Approval

      d. RFP contract approval and budget

      e. Heritage benefits 2021 approval

      f. Advisory Council resignation- Board member change

  IX.   Open Agenda

  X.   Adjourn

Next Meeting: Thursday, May 13, 2021, 2:00

Heritage
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, May 13 2021 **2:00-3:30 PM**

- I. Call to Order
- II. Mission Moment
- III. Staff speaker-to be announced
- IV. Approve or Amend Agenda
- V. Approval of Minutes of the Board of Directors meeting held on April 8, 2021
- VI. Committee Monthly Reports
  - a. Financial
  - b. Human Resources- update on open positions
  - c. Fundraising Committee
  - d. Outreach Committee
  - e. Nominating Committee
- VII. Operations/Executive Director Report Werning
  - a. Re-open plan
- VIII. Action Items and Assignments-
  - a. Staff salary increases FY 22
  - b. FSA employer contributions
  - c. Employee handbook approval
  - d. Agency Insurance/liability insurance discussion/approval
  - e. MOU between Kirkwood and Heritage approval
  - f. Meeting calendar 2021/22
- IX. Open Agenda
- X. Adjourn

Next Meeting: Thursday, June 10, 2021, 2:00

Board of Directors Agenda

Thursday, June 10 2021   **2:00-3:30 PM**

I.   Call to Order

II.   Mission Moment

III.   New Fiscal Director introduction- Jennifer Knudtson

IV.   Approve or Amend Agenda

V.   Approval of Minutes of the Board of Directors meeting held on May 13, 2021

VI.   Task Force member vote

VII.   Committee Monthly Reports

      a.   Financial

      b.   Human Resources

VIII.   Operations/Executive Director Report   Werning

      a.   Update on staff return to office

      b.   Update on open positions

      c.   Update on separation from KCC

IX.   Action Items and Assignments-

      a.   MOU between Kirkwood and Heritage approval

      b.   Policy approval

X.   Open Agenda

XI.   Adjourn

Next Meeting: Thursday, July 8, 2021, 2:00

Board of Directors' Agenda

Thursday, July 11, 2019   **2:30 PM**

   I.   Call to Order and Roll Call

  II.   Approval of Minutes of the Interim Executive Council held on June 13, 2019

 III.   Approve or Amend Agenda

 IV.   HAAA Approvals

      a. Kirkwood Community College Board of Trustee Resolution
      b. Heritage Advisory Council Bylaws
      c. Heritage Task Force Bylaws
      d. Application for Heritage Board (HAAA Form)
      e. Task Force Applications
      f. Recommendation for Board of Director positions

  V.   Nominating Committee Update

 VI.   Transition Update / Next Steps

      a. Discuss new board member qualifications, training and criteria

 VII.   HAAA Roadmap (Timeline)

VIII.   HAAA Operations Update (Elliott-Kapparos/Sindt)

 IX.   Adjourn

Next Meeting: Thursday, August 8, 2019, 1 p.m., Kirkwood Hall – Room 208

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Kirkwood Hall – Room 208
Conference Call • 866-685-1580 • Participant Code • 1476300325

Board of Directors' Agenda

Thursday, August 8, 2019   **1 PM**

    I.   Call to Order and Roll Call

   II.   Approval of Minutes of the Board of Directors' meeting held on July 11, 2019

  III.   Approve or Amend Agenda

  IV.   Nominating Committee Update

   V.   Approvals

  VI.   Heritage Operations Update (Elliott-Kapparos/Sindt)

          a.   Roadmap update
          b.   September 25 Event Planning

 VII.   Adjourn

Next Meeting: Thursday, September 12, 2019, 2:30 p.m., Kirkwood Hall – Room 208

Heritage Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Kirkwood Hall – Room 208
Conference Call • 866-685-1580 • Participant Code • 1476300325

Board of Directors' Agenda

Thursday, September 12, 2019   **1 – 2:45 PM**

- I.   Call to Order and Roll Call
- II. Approve or Amend Agenda
- III. Consideration of Minutes of the Board of Directors' meeting held on August 8, 2019
- IV. Approvals (Elliott-Kapparos/Sindt)
    - a. Task Force applications
    - b. Advisory Council appointment
    - c. 2018 990 for IRS Submission
    - d. Strategic Planning Session Proposal
- V.   Nominating Committee (Closed Session pursuant to Iowa Code sec. 21.5)
- VI. Resignations and Elections
    - a. Announcement of Board Member Resignations
    - b. Announcement of Resignations of current Board Officers
    - c. Election of New Board Chair
- VII. October 23rd Celebration Event (Elliott-Kapparos/Sindt)
- VIII. Operations Update (Elliott-Kapparos/Sindt)
- IX. Executive Director position
- X.   Action Items and Assignments
- XI. Open Agenda
- XII. Adjourn

Next Meeting: Thursday, October 10, 2019, 1:00 p.m., Finance 111

Board of Directors' Agenda

Thursday, October 10, 2019   **1 – 2:45 PM**

  I.   Call to Order and Roll Call

  II.   Approve or Amend Agenda

  III. Consideration of Minutes of the Board of Directors' meeting held on September 12, 2019

  IV.   Welcome and Introduction of New Board Members

  V.   Resignations and Elections

      a.   Announcement of Board Member Resignations

      b.   Announcement of Resignations of current Board Officers

      c.   Election of any vacant Board Officer positons

  VI.   Approvals (Elliott-Kapparos/Sindt)

      a.   Task Force applications

      b.   Advisory Council appointment

      c.   Fiscal Year 2019 Tax Return

  VII. Operations Update (Elliott-Kapparos/Sindt)

  VIII. Financial Update (Elliott-Kapparos/Sindt)

  IX.   10/23 Event Update

  X.   Strategic Planning Session

  XI.   Executive Director position

  XII. Action Items and Assignments

  XIII. Open Agenda

  XIV. Future Meeting Dates and Times

  XV.   Adjourn

Next Meeting: Thursday, November 14, 2019, 2:30 p.m., Hotel Kirkwood Room 123

6301 Kirkwood Blvd SW, Cedar Rapids IA
The Hotel Kirkwood Center– Room 123
Conference Call • 1-646-876-9923 • Participant Code • 921315329

Board of Directors' Agenda

Thursday, November 14, 2019   **2:30-4:00 PM**

   I.   Call to Order and Roll Call

   II.   Approve or Amend Agenda

   III.   Consideration of Minutes of the Board of Directors' meeting held on October 10, 2019

   IV.   Approvals (Elliott-Kapparos/Sindt)

        a.   Task Force applications

        b.   Advisory Council appointment

        c.   Update Bank Resolution

   V.   First Quarter Reports (Elliott-Kapparos/Sindt and Franzwa)

   VI.   Community Engagement Plan & Area Plan Focus Groups (Kendall)

   VII.   Operations Update (Elliott-Kapparos/Sindt)

   VIII.   Future Meeting Times

   IX.   Executive Director position

   X.   Action Items and Assignments

   XI.   Recognition of Past Members

   XII.   Open Agenda

   XIII.   Adjourn

Next Meeting: Thursday, December 12, 2019, TBD., Hotel Kirkwood Room 123

Heritage Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
The Hotel Kirkwood Center– Room 123
Conference Call • 1-646-876-9923 • Participant Code • 921315329

Board of Directors' Agenda

Thursday, December 12, 2019   **2:00-3:30 PM**

   I.   Call to Order and Roll Call

   II.   Approve or Amend Agenda

   III.   Consideration of Minutes of the Board of Directors' meeting held on November 14, 2019

   IV.   Future Meetings and Times

   V.   Approvals (Elliott-Kapparos/Sindt)

       a. Task Force applications

       b. Advisory Council appointment

   VI.   RFP Update Recommendation

   VII.   Nominating Committee (Closed Session pursuant to Iowa Code sec. 21.5)

   VIII.   Nomination Committee Recommendations

       a. Board Member(s)

       b. Board Advisor(s)

   IX.   Nutrition & Wellness Programs (Sindt)

   X.   Operations Update (Elliott-Kapparos/Sindt)

   XI.   Executive Director position

   XII.   Action Items and Assignments

   XIII.   Open Agenda

   XIV.   Adjourn

Next Meeting: Thursday, January 9, 2019, 2:00 Hotel Kirkwood Room 123

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
The Hotel Kirkwood Center– Room 123
Conference Call • 1-646-876-9923 • Participant Code • 600707607

Board of Directors' Agenda

Thursday, January 9, 2020   **2:00-3:30 PM**

    I.   Call to Order and Roll Call

    II.   Approve or Amend Agenda

    III.   Consideration of Minutes of the Board of Directors' meeting held on December 12, 2019

    IV.   Approvals (Elliott-Kapparos/Sindt)

        a.   Task Force applications

        b.   Advisory Council appointment

    V.   Caregiver & Case Management Programs (Elliott-Kapparos)

    VI.   Operations Update (Elliott-Kapparos/Sindt)

    VII.   Board Committees

    VIII.   Executive Director position

    IX.   Action Items and Assignments

    X.   Open Agenda

    XI.   Adjourn

Next Meeting: Thursday, February 13, 2019, 2:00 Iowa City Health & Human Services Building

6301 Kirkwood Blvd SW, Cedar Rapids IA
Johnson County Health & Human Services– Room 203 B/C
855 S Dubuque Street, Iowa City, Iowa
Conference Call • 1-646-876-9923 • Participant Code • 626942102

Board of Directors' Agenda

Thursday, February 13, 2020   **2:00-3:30 PM**

   I.   Call to Order and Roll Call

   II.   Approve or Amend Agenda

   III.   Consideration of Minutes of the Board of Directors' meeting held on January 9, 2020

   IV.   Strategic Plan Discussion (Joe Sample)

   V.   Approvals (Elliott-Kapparos/Sindt)

          a.   Task Force applications

          b.   Advisory Council appointment

   VI.   Committee Reports

          a.   Financial

i. Monthly Report	Treasurer Ovel
ii. Second Quarter Reports	Treasurer Ovel

          b.   Advocacy   Vice Chair O'Connor

   VII. Nominating Committee (Closed Session pursuant to Iowa Code sec. 21.5)

   VIII. Nomination Committee Recommendations

          a.   Board Member(s)

   IX.   Area Plan Status Update (Elliott-Kapparos/Sindt/Kendall)

          a.   Feedback of Focus Groups

          b.   Strategies

          c.   RFP Update Requests received

   X.   Operations Update (Elliott-Kapparos/Sindt)

   XI.   Executive Director position

   XII. Action Items and Assignments

   XIII. Open Agenda

   XIV. Adjourn

Heritage
Area Agency on Aging

Next Meeting: Thursday, March 19, 2020, 2:00 TBD

Board of Directors' Agenda

Thursday, March 19, 2020   **2:00-3:30 PM**

I.   Call to Order and Roll Call

II.   Approve or Amend Agenda

III.   Consideration of Minutes of the Board of Directors' meeting held on February 13, 2020

IV.   Approvals (Elliott-Kapparos/Sindt)

    a.   Task Force applications

    b.   Advisory Council appointment

V.   Area Plan Approval (Elliott-Kapparos/Sindt/Kendall)

    a.   Overview of narrative update

    b.   FY 2021 Subcontractor Award Recommendations

    c.   FY 2021 Area Plan Budget

VI.   Committee Reports

    a.   Financial

        i.   Monthly Report   Treasurer Ovel

    b.   Advocacy   Vice Chair O'Connor

VII.   Strategic Planning

    a.   Approval of Mission

    b.   Approval of Vision

    c.   Next Steps based on recommendations

VIII.   Heritage Position on Exploring/Seeking Funding from Gambling/Casino Foundation

IX.   Operations Update (Elliott-Kapparos/Sindt)

X.   Executive Director position

XI.   Elder Rights Program (Elliott-Kapparos) – if time allows

XII.   Action Items and Assignments

XIII.   Open Agenda

Heritage
Area Agency on Aging

XIV.   Adjourn

Next Meeting: Thursday, April 9, 2020, 2:00 Jones County Senior Center

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in only
Conference Call • 1-646-876-9923 • Participant Code • 9346355151

Board of Directors' Agenda

Thursday, April 9, 2020   **2:00-3:30 PM**

   I.   Call to Order and Roll Call

  II.   Approve or Amend Agenda

  III.   Consideration of Minutes of the Board of Directors' meeting held on March 19, 2020

  IV.   Approvals (Elliott-Kapparos/Sindt)

       a. Task Force applications

       b. Advisory Council appointment

  V.   Committee Reports

       a. Financial

           i. Monthly Report   Treasurer Ovel

       b. Advocacy   Vice Chair O'Connor

  VI.   Heritage Position on Exploring/Seeking Funding from Gambling/Casino Foundation

  VII.   Operations Update (Elliott-Kapparos/Sindt)

  VIII.   Executive Director position

  IX.   Action Items and Assignments

  X.   Open Agenda

  XI.   Adjourn

Next Meeting: Thursday, May 14, 2020, 2:00

Vinton Kirkwood Center 111 W 3rd Street Vinton, Iowa 52349

Board of Directors' Agenda

Thursday, May 14, 2020   **2:00-3:30 PM**

   I. Call to Order and Roll Call

  II. Approve or Amend Agenda

 III. Consideration of Minutes of the Board of Directors' meeting held on April 9, 2020

  IV. Approvals (Elliott-Kapparos/Sindt)

     a. Task Force applications

     b. Advisory Council appointment

   V. Committee Reports

     a. Financial

          i. Monthly Report   Treasurer Ovel

  VI. Executive Director position

 VII. Operations Update (Elliott-Kapparos/Sindt)

VIII. Action Items and Assignments

  IX. Open Agenda

   X. Adjourn

Next Meeting: Annual Meeting, Thursday, June 11, 2020, 2:00

Heritage
Area Agency on Aging

6301 Kirkwood Blvd SW, Cedar Rapids IA
Meeting location: Call in only
Conference Call • 1-646-876-9923 • Participant Code • 97117690304
https://kirkwood.zoom.us/j/97117690304

Annual Meeting Board of Directors' Agenda

Thursday, June 11, 2020   **2:00-3:30 PM**

I.   Call to Order and Roll Call

II. Approve or Amend Agenda

III. Consideration of Minutes of the Board of Directors' meeting held on April 9, 2020

IV. Approvals (Elliott-Kapparos/Sindt)

    a.   Task Force applications

    b.   Advisory Council appointment

    c.   Proposed Task Force Members beginning 7/1/20

    d.   Proposed Advisory Council Members beginning 7/1/20

V.   Committee Reports

    a.   Financial

        i.   Monthly Report   Treasurer Ovel or designee

    b.   Nominating Committee   Treasurer Ovel or designee

        i.   Board Members recommendations

        ii. Officer recommendations

VI. Executive Director Update

VII. Operations Update (Elliott-Kapparos/Sindt)

VIII. Action Items and Assignments

IX. Open Agenda

X.   Adjourn

Next Meeting: Thursday, July 9, 2020, 2:00