

Heritage
Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, August 13, 2026 – 2:00 p.m.

Via Conference Call and Heritage Area Agency on Aging Location

MINUTES

Call to Order

Present: Keith Stamp, Bruce Barnhart, Chris Montross, David Thielen, Grace Schmidt, Jon Zirkelbach, Karen Huber, Mandi Remington, Peggy Doerge, Sister Susan O'Connor, Scott Olson and Larry Kudej.

Also Present: Barb Werning, Jennifer Knudtson, Jill Sindt, and Denise Babcock-Assistant Secretary.

Introduction of New Staff Member – Alex Van Dee

• **Welcome**

Alex Van Dee, Options Counselor, introduced himself and gave a summary of the experience he brings to his new position. He also shared what he's learned so far in providing services to Heritage's consumers since his first day, Monday, June 29, 2026. Board members warmly welcomed him.

Mission Moment – Barb Werning

• **Thank You to Sister Susan O'Connor**

Sister Susan will be stepping off the Executive Committee today but will still be an active Heritage Board member. Barb shared Sister's history of providing excellent leadership to Heritage and to her as well, especially during the time of Heritage's transition as a 501C non-profit organization. Board members voiced their appreciation for Sister's long, dedicated service.

Approval of Agenda

With no further questions, Directors Doerge and Huber moved and seconded to approve today's agenda as presented. Motion carried, 11-0.

Approval of Minutes of the Board of Directors Meeting Held Thursday, July 9, 2026

Upon prior review and with no further questions, Directors Olson and O'Connor moved and seconded to approve the Thursday, July 9, 2026, meeting minutes previously distributed by e-mail. Motion carried, 11-0.

REGULAR AGENDA

Finance Report

• **Updates**

Statement of Cash Flows and Balance Sheet as of August 10, 2026, as well as the Combined Statement of Revenues and Expenditures from July 1, 2026, through June 30, 2027, were included in the meeting packet for Board review.

- **VOCA Funding**

- Heritage notified on July 13 our FY27 competitive Victim Services (VOCA) grant request was not awarded funding. Dollars from this grant help fund 1 ½ staff positions (\$132K). The FY27 Board approved budget only included VOCA funding through 9/30/26 when current grant ends. When we were notified funding was not received, Heritage had an open position (combo I&A and OC) from staff resignation. We put a pause on hiring for the open position to assess the need. Heritage is

seeing an increase in the number and severity of I&A calls, usually the entry point for other Heritage services, so it was determined the open position is vital. Upon identification of \$43K in cost reductions, this will reduce the Board approved budget deficit of \$125K down to \$82K. As previously approved, reserves will be used to fund the deficit..

- **FY26 Close Out**

- FY26 finalized reports were submitted to ADS on August 11, meeting their August 14, 2026, deadline.
- For FY26 Q4, approximately \$38K was transferred from the ARPA Transition Account to Checking to support staff expenses for two positions. In addition, the Finance Committee approved \$77K be transferred from the Money market account unrestricted funds to close out the fiscal year.
- The FY26 Budget to Actuals report will be provided to Board members at a later date.

- **Fiscal Quarterly Dashboard**

- **Bank Balances**

- Operational Funds (total of Checking Account and Money Market accounts) – Balance is \$653K, of which \$393K is in checking.
- ARPA Transition Account – Currently \$255K, but after approved transfer of \$38K by Finance Committee, balance will be \$216K.
- Encore Account – All funds, except for \$1K, are transferred quarterly to checking.

- **Endowment Balances**

- Kirkwood Older Iowans, Greater CR Community Foundation Older Iowans and Greater CR Community Friends fund balances totaling \$1.065M were discussed.

- **Sub Provider Spend Down and Expense By Month**

- Nutrition sub providers spent 94.2% of FY26 funds allocated to them and Non-Nutrition sub providers have spent 95.5%.
- Sub provider monthly expenses for both Nutrition and Non-Nutrition were also looked at.

- **Encore Café Congregate Sites**

- FY2025 vs. FY2026 data by location was reviewed related to number of meals served, contributions and average donation per meal served.

- **FY27 Kirkwood Older Iowans Fund Disbursement**

- Upon review and with recommendation from the Finance Committee, a disbursement of \$44K to add to the ARPA Transition Account was brought to the Board to discuss and vote upon.

Approval of Finance Report and KCC Older Iowans Fund Disbursement

With no other questions, Directors Olson and Schmidt motioned and seconded to approve the Finance report as well as the FY27 KCC Older Iowans disbursement as presented. Motion carried, 11-0.

Fundraising Committee Report

• **2026 Caregiver Wellness Day Event (CWD)**

- The event will be held November 4, 2026, at the Linn County Regional Center in Hiawatha, IA. Hours are from 8:00 a.m. to 3:00 p.m. A box lunch will be provided along with coffee, water and snacks.
- Three of four Preferred-level Sponsors (\$600 each) and sixteen of the twenty-one Advocate-level Sponsors (\$275 each) have paid their registration.
- All event tables are full and there are two additional organizations that are being wait-listed.
- Review of a digital copy of the 2026 CWD event brochure took place so Committee suggestions could be incorporated before the document went to print.
- Registration for event participants begins Tuesday, September 1, and end the last week of October or when event capacity of 125 participants is reached.

Operations/Executive Director's Report

• Staffing

- An approved, open position was recently paused until further cost reductions were evaluated. Active recruiting will take place for the position soon.

• Program Updates

- Tim Getty, Regional Nutrition Program Coordinator, was one of five speakers at the Bipartisan Policy Center's webinar on improving Long Term Care, Nutrition and Housing for Older Adults on July 28. He spoke as a subject matter expert on nutrition.
- Heritage submitted all of our new Policy and Procedures to ADS last week. While questions on some of the policies are still being addressed, the foundation has been laid.
- We are seeing increasing numbers of chronically mentally ill older adults with complicated situations. This, combined with high numbers of information and assistance calls, is slowing response time, though still in compliance.
- Heritage is now registered with the Johnson County Community Foundation Giving Catalog which can be found on the Johnson County website. Grant writing season is in full swing and Heritage will be submitting applications this month and next.

• Other Updates – Including DHHS Integration and Federal Changes

- House File 2707 and the required cost analysis for the Aging Network's redesign into seven districts has been the focus for some time. December 15, 2026, is the date the final report is due to the legislature. Further discussion took place at the Board meeting.

Action Items and Assignments

• New Board Member Applicant – Carla Stevens

- Qualifications for Board member applicant, Carla Stevens, were reviewed and discussed. With no further questions, a motion was brought forward to accept her application.

Approval of New Board Member

Directors O'Connor and Montross moved and seconded to approve applicant Carla Stevens as a Heritage AAA Board of Directors' member, effective September 1, 2026. Motion carried, 11-0.

• New Advisory Council Members

- Kendra Abel-Iowa County, Pat Meier-Linn County and Evans Waller, Cedar County were the three nominees recommended to join Heritage Advisory Council, effective September 1, 2026. Their qualifications were discussed by the Advisory Council and approved in July. By laws require the Board also vote..

Approval of New Advisory Council Members

Upon further discussion, Directors Doerge and Huber moved and seconded to approve the three Advisory Council candidates as presented. Motion carried, 11-0.

• FY27 Board Officer Elections

- The following Board members have accepted nominations for FY27 officer positions: Keith Stamp-Chair; Karen Huber-Vice Chair; Scott Olson-Treasurer and Jon Zirkelbach-Secretary. No other nominations for consideration were presented.

Approval of FY27 Board Officers

With no further discussion, Directors Montross and Barnhart moved and seconded to approve the officer nominees as stated. Upon voting and with no opposition, motion carried, 11-0.

Open Agenda

- Advisory Board member, Larry Kudej, informed everyone that the Older Iowans Legislature (OIL) Annual Meeting will take place Monday, September 28, 2026, from 8:30a.m. to 2:00 p.m. at the Iowa State Capitol in Des Moines. Individuals can participate in person, via zoom call or by phone and must register. Please contact him if you are interested in attending.

Public Comment

- No comments were brought to the Board's attention.

Motion to Adjourn

- No further business, Directors O'Connor and Doerge moved and seconded a motion to adjourn. The meeting was adjourned at 3:15 p.m.

Next Meeting

The next Board of Directors meeting will take place Thursday, September 10, 2026, from 2:00 to 3:30 p.m., in-person or via zoom conference call at the Heritage East building conference room, 6301 Kirkwood Boulevard SW, Cedar Rapids.

Respectfully submitted by:

Denise Babcock

Denise Babcock, Assistant Secretary

Approval by Board:

Keith Stamp

Keith Stamp, Chair