



Executive Committee Meeting

July 25, 2024 | via Teams /10:00 a.m. –11:00 a.m.

MEMBERS

Amy Pucci, Int. President – P
Lynn Briley, 2nd VP – E
William Bane, Treasurer – P
Dick Grice – P
Gary Zalas – P

Sondra Kendrick, Secretary– P
Robert Holt – P
Fran Richardson – P
Greg Grootendorst – Proxy
Steve Zollos, Ex-Officio – P

STAFF

Brigid Miller, CFO
Charnitta Waters, SOD
Wanda Rivers, Controller
Leila Willis, EA

Welcome & Call to Order

The Executive Committee Meeting was called to order by Interim President, Amy Pucci.

Consent Agenda Approval

Amy Pucci requested a motion to approve the consent agenda, which included the Executive Committee Meeting Minutes from 06.13.24.

The **motion was made by Bob Holt**, and **seconded by Gary Zalas**, and all were in favor.

Public Comments

There were no registrations for public comments.

Finance Committee - William Bane/Wanda Rivers

William Bane announced that the Finance Committee reviewed and approved the financials for Senior Services at their last meeting and that the organization is on track to utilizing the ARPA funds before the end of the fiscal year. Wanda presented the FY25 Budget. DARS has increased funding for each AAA and Title (B,C1,C2, and D), while Title III- E and Title VII Elder Abuse remained the same.

The proposed budget for FY25 is \$9,9729,517, which is a \$836,464 difference from the FY24 revised budget. Wanda noted that the jurisdictional revenue stream is low due to local jurisdiction grants not yet being awarded. Those numbers will be adjusted as we receive jurisdictional support. Revenue for FY25 has increased compared to FY24 due to Federal/State carryovers, the growth of the Business Development department, and a variety of grants. The pie chart in the presentation illustrates a gradual shift with Senior Services becoming slightly less dependent on Federal/State funds.

Expenses have increased slightly due to a 3% salary increase across the agency and the addition of new positions. We expect Bons Secours to end their lease with Hayden Village Center at the end of February. Steve stated that the organization has not increased rents at Hayden since opening and is considering an increase in rents in FY25.

Wanda noted the FY25 Budget allocations: Aging & Disability Resource Center (30%), Wellness & Lifestyle (24%), and Community Based Long Term Care (19%). Following closely behind will be Transportation (16%), Planning & Advocacy (8%), and Benefits Counseling (3%).

Bob Holt raised a question about the departure of Bons Secours from Hayden Village Clinic. Steve responded noting that staffing was the main issue, and the team is currently looking for a new potential organization to lease the space. Talks with Riverside & Western Tidewater Free Clinic are currently underway.

Amy (via Steve due to audio difficulties) requested a motion to accept the Proposal Budget for FY25. The **motion was made by Bob Holt, seconded by Gary Zalas**, and all were in favor.

Strategic Goal 3: Board Effectiveness

Steve reported that the Board of Directors Retreat is scheduled for Wed, August 7th at 9:30am and will be located at Smithfield Station Hotel with Valerie Bockstette from Everyday Solutions being the facilitator. The main objective of the retreat is to evaluate the services that the organization provides, consider the future of older adults in our region in the year 2030, and ask what changes Senior Services need to incorporate to effectively serve our community.

Next, Steve announced that Senior Services is looking into expanding office space due to growth and possible changes to the hybrid work from home model.

Steve also mentioned that the agency has recently received a bequest of over 1 million dollars, which he is the executor for the estate. Senior Services is the sole beneficiary. We are investigating the possibility of establishing a foundation that can generate a sustainable source of revenue that can support our critical programs for the community.

Adjourn

With no further questions or business, Amy Pucci asked for a motion to adjourn. The **motion was made by William Bane, seconded by Bob Holt**, and all were in favor.

Respectfully submitted by Leila Willis 07/31/2024

Approved by: