

Ypsilanti Senior Board Meeting

Board Meeting - Agenda

“Creating great experiences for older adults in a welcoming environment that encourages learning, active engagement, fitness and healthy living”

**February 19, 2026 at 6:30 pm
Ypsilanti Senior Center**

Call to Order & Public Comment 6:30 pm
Sarah McKinney, Joyce Blair, Anthony Williamson, Sarah Walsh, Bonnie Putzu, Yvonne Cudney, Jasmine Figgins, Carl Schier, MeChelle King present.

No public comment

Agenda Approval and Review of January 2026 minutes
Bonnie moves to approve agenda and January 2026 minutes. Sarah seconds. Motion unanimously passes.

Board member application review and approval

Donna Schwartz – YC moved, Bonnie. Unanimously approved.

Rita Crittendon- YC moved, Bonnie seconds; unanimously approved.

Both Donna and Rita joined the board at this point and voted on decisions

ED & Programming Report

- See ED's report
 - o Membership and Attendance tracking- there were multiple memberships lists that did not jive with each other; Staff has been sorting through the lists and tracking attendance to create a new master list.
- No programming report was submitted, but Joyce reports that Mark Harris is not returning for the Spring session ; Optimal Fitness will be presenting on some date and she is working on bringing back podiatry services and chair massages.

Treasurer's Report

- We have in regular bank account and Savings (Sweeney) account a total of \$254,850.00
- Net income of \$28,955.93 (but 21,972.93 is earmarked for the new flooring that was installed)
- Net expenses of \$40,598.65

Old Business

- Reviewed the 3 quotes & summary comparison provided by interim ED.

Proprietary Information of Ypsilanti Senior Center

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091217 Rev Final

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- o YC moved to accept the Interim ED's recommendation of Guardian Option #2B with an installation cost of \$3,479. And monthly monitoring fee of \$115/. Anthony seconds: Discussion was had. Motion unanimously passes.
- Conflict of Interest policy- This COI is based on the IRS template. YC moves to approve the COI policy. Anthony seconds. Discussion: there is a sentence in the bylaws that addresses the coi. We need to either keep both of them or get rid of the one in the bylaws. We will keep both sets of bylaws. Motion unanimously passes. Everybody hand signed conflict of interest policies. YC will give to Interim ED for records.
- 2019 Bylaws – YC has amendments she would like to make. Board decides that further amendments by Board & Staff will be submitted to Board President, the whole Board or Jasmine by March 5. We will discuss at April meeting.
- County Contracts- extensions- Jasmine, Bonnie, & Carl met with Shannon Effler and Andrew Delieuw and Cammie ?. The meeting went well and Bonnie will provide final reporting to either Jasmine or Cammie.
- Employee Handbook – minor revision – YC moves to accept the shaded language on page 9 “An employee who leaves the service of the Senior Center shall be paid for earned vacation leave which has not been used. In the event of the death of an employee, any amount due under this policy will be paid to the employee's estate”. Bonnie seconds. Unanimously approved. Jasmine is instructed to change the date of approval date on employee handbook title page to February 19th, 2026. The new handbook will be circulated to staff and they will sign a copy. A copy of the handbook and signature page should be placed in their employee files.
- Workers Compensation status – We have workers comp as of 2/17/26 for one year.
- License to solicit donations – Per Carl, we have not submitted that form since 2019, it was an oversight on Carl's part. (sub j) Carl is concerned that the \$7000 that we paid to YMOW for the feasibility study violates section 18 (1)(j) of MCL 400.288 of the Charitable Organizations and Solicitations Act. Carl says that he has completed the paperwork and that someone else can sign it- assigned to YC.
- Draft Job descriptions were circulated. Discussion was had that YSC only has sufficient funds to hire 3 full time positions or 2 full time and 2 part time.
- Michigan Non-profit Association Salary Study report – Next month distribute the chosen nonprofit salaries pages to everyone in the board packet. – we need them for salary ranges for the 2026 Millage.
- Code of Conduct policy – Currently in draft form. Bonnie moves to endorse the code of conduct policy. Anthony seconds; unanimously passes.

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- Millage spending- 2025 millage funds. We are not eligible to receive the 2026 funds until we have spent the 2025 funds. We need to make decisions for spending the 2026 millage based on staffing positions that the staff recommend. Our hope is to bring our staff salaries closer to the going market rates with 2026 millage funds. We have \$46,000 to spend down. **Will have a plan to spend down next month**
- Attorney Retainer – Nuala Holowicki has been retained.

Items for March

- **We need an accident/ incident report template if someone gets injured on the premises.**
- **Discussion of Rentals:**
 - o Historically, nonprofits and elected officials have not paid, but everyone else was supposed to pay. Maybe think about another pricing structure wherein nonprofits get to rent for cost and for profits/families/individuals have to pay a higher price.
- At our May meeting we need to approve the budget for our next fiscal year starting 7/1/26.

Meeting adjourned 9:00

Next Board meeting March 19th at 6:30 pm.