



Senior Services Associates
101 S. Grove Ave
Elgin, IL 60120-6477
847-741-0404
1-800-942-1724

McHenry County Recreation Center
3519 North Richmond Road
McHenry, IL 60050
1-800-339-3200
815-344-3555

Kane County Senior Services
900 N Lake Street, Suite 205
Aurora, IL 60506
630-897-4035

Kendall County Senior Services
908 Game Farm Road
Yorkville, IL 60560
630-553-5777

McHenry County Senior Services
110 West Woodstock Street
Crystal Lake, IL 60014
815-356-7457

October 20, 2017

Dear Board of Directors:

The Board of Directors meeting will be held on October 25, 2017 starting at 9:00 am in the Elgin Office, 101 S Grove Ave. Please remember to bring your elevator speech to the meeting. Bette's letter and Financial Reports will follow under separate cover. Enclosed are the following:

- September Board of Directors Minutes
- Elgin Advisory Minutes
- McHenry Advisory Minutes
- Aurora Advisory Minutes
- Kendall Advisory Minutes
- Prospective Supporters Form
- October & November Calendars
- October is Ombudsman Month
- Volunteer Time Sheet

Please call the Elgin Office (847-741-0404) to let us know if you will be attending or not attending the Board or you can e-mail Kris at kwalsted@seniorservicesassoc.org.

Thank you!

Senior Services Associates Inc

**SENIOR SERVICES ASSOCIATES, INC.
BOARD OF DIRECTORS
REGULAR MEETING**

September 27, 2017

I. Deb Brunelle, Board President, called the meeting to order in the Elgin office at 9:05AM.

II. Board members in attendance including Mrs. Brunelle; Gil Nore, Paz Montero, Jack Kreger, M. Habibulla, Kevin Barry, Tom Smith, Joe McVicker, Joe Marmion, and Barbara Lockwood. Staff in attendance were Bette Schoenholtz, Micki Miller, Lisa Small, Leslie Edstrom and Beth McClory. David Eastridge attended the meeting as a member of the Elgin community.

III. Consent Agenda; Consent agenda for July included the Elgin advisory council minutes and the Personnel Committee Meeting Minutes. The minutes will stand as proposed. Gil Nore moved to accept the minutes and reports seconded by Kevin Barry and approved by the quorum present.

IV. Secretary's Report; Gil Nore moved to approve the July 2017 minutes with a date correction, seconded by Tom Smith and approved by the quorum present.

V. Treasurer's Report & Finance Committee Report; Lisa Small, CFO, reported that Senior Services still has a large deficit in Kane County. Staff is working on IDOA billings to try and close the gap. There was much discussion regarding the necessity to closely monitor staff billings to make sure they are complete and turned in to the business office in a timely manner. After reviewing the budget closely, there are some expenses that can and should be moved into other counties. This will also help the Kane County deficit. Kendall and McHenry Counties are both in the black but with each County having referendum support, it is to be expected. There has been no money from the State coming in as of today's meeting. Elgin Township's referendum should help in FY19. Payroll Taxes have been paid. Gil Nore moved to accept the financial reports, seconded by Tom Smith and approved by the quorum present. Lisa asked the Board to review the FY18 Budget that was reviewed by the Finance committee at their meeting on September 12th, 2017. Tom Smith moved to accept the FY18 Senior Services Associates Budget seconded by Gil Nore and approved by the quorum present.

VI. **Finance committee;** Tom Smith, Chair, the Finance Committee met on September 12th to go over the proposed budget. Tom briefly updated the Board that the Endowment Board met on September 12th, 2017. He informed the group that the Board would be adopting an investment policy, adding new members, and

redesigning the current Endowment promotional materials and interviewing investment companies to invest the funds. **Resource Committee;** Joanne Hartmann, Chair, was absent but Micki Miller and Leslie Edstrom updated the board on past and upcoming fundraisers. Leslie gave a presentation to the Board on #IL GIVE and our goals for this year. **Governance;** Deb Brunelle, Chair, the committee did not meet. Gil Nore asked the Board to consider giving Emeritus Status to Tom Aquilina, Kitty Nash, and Bill Markison. Although all three of these past board members are not currently serving on the Board, they are still actively volunteering for Senior Services. Gil Nore moved to extend the title of Emeritus status to Kitty Nash, Bill Markison, and Tom Aquilina seconded by Tom Smith and approved by the quorum present.

Nominating Committee; no chair has been assigned, Board President Deb Brunelle stated that new board members are needed from all three counties. She asked the Board to consider inviting candidates to our upcoming meetings. **Planning;** No Chair. The committee did not meet. **Personnel;** Barbara Lockwood, Chair, reminded board members that they were supposed to turn in their evaluations of Bette today. She asked that those that had not done so, either mail them to her as soon as possible or give them to Kris Walsted and Barb will come in and get them. The plan is still for Bette to have her review in October. **Legislative;** No Chair, the committee did not meet. Micki told the Board that the Kane County Legislative Forum will also be a roundtable discussion and will be held on December 11th, 2017 from 8:30-11:30am. The senior community will not be invited to attend. **Marketing;** Joe McVicker, Chair, the committee did not meet. **Technology,** Jack Kreger, chair, the committee did not meet. However, Jack referred to the elevator speech examples given to all Board members at this meeting. He challenged the Board members to come to the next Board meeting in October prepared to deliver their own elevator speech to the Board about Senior Services and why they are a Board member.

VII. Executive Director's Report; Because Bette was called out for an emergency during the meeting, refer to her letter to the board.

VIII. Old Business; No old business.

IX. New Business; Board President, Deb Brunelle told the Board that she attended the Pie Auction committee meeting and that there will be a Wine & Dine raffle at this upcoming fundraiser. She asked Board members to bring 2 bottles of wine, preferably red, to the next Board meeting to help support this event. Gil Nore acknowledged that this was Kevin Barry's last meeting as a member of the Board of Directors. Gil stated that Kevin has served on the Board for 6 years and has also provided volunteer legal services to seniors at the Greater Elgin Senior Center since 1982. The Board thanked him for his many years of service to our Organization.

X. Adjournment; Gil Nore moved to adjourn, seconded by Kevin Barry and was approved by the quorum present. Meeting adjourned at 11:00am.

The next Board of Directors meeting will be in Elgin on October 29th, 2017 at 9 AM.

Submitted by; Leslie Edstrom

SENIOR SERVICES ASSOCIATES

ELGIN ADVISORY COUNCIL MEETING

October 3, 2017

The meeting was called to order at 8:40am, by Chair, Gil Nore

Attendance: Gil Nore-Chair, Leslie Edstrom-Senior Services, Cherie Aschenbrenner-Elgin Police Department, Lillian Navarro-SSA, Liz Wiggins, Lauren Gordon-Tower Hill, Amanda Pratt- Tower Hill, Angela Flintz-Assisting Hands Home Care, Jo Petruncio-Alden, Sue Raddatz- Alden, Stephanie Henneken- Avondale Estates, Minnie Vasquez-Senior Services

Approval of the Minutes: A motion was made by Cherie and seconded by Angela. All in favor. Motion carried.

Executive Director's Report: The Executive Director's report was given by Leslie Edstrom on behalf of Executive Director, Bette Schoenholtz. Leslie reported that Kane County is finishing the year at a deficit. McHenry and Kendall Counties are in the black. The difference is largely due to having County referendums in both McHenry & Kendall Counties. The funding we receive from both Counties due to the tax helps offset the lack of funding from the State. Senior Services still needs to find ways to close the gap for Kane County one of those ways will be covered in the fund development report.

Fund Development Report: Leslie gave a power point presentation on #IL Give otherwise known as Giving Tuesday, is celebrated each year on the Tuesday following Thanksgiving, Black Friday, and Cyber Monday as a day dedicated to giving back to nonprofit organizations. This year, Giving Tuesday will be on November 28, 2017. Senior Services participated in this day of Giving in 2015 and raised \$690 and in 2016 and raised \$12, 144. This year the Agency goals are as follows:

- Raise \$25,000 Agency wide
- Acquire 50 new donors for a total of 100 donors.
- Have 5-10 Peer to Peer fundraisers for this event who will raise a combined total of \$2,500.

Leslie explained that #IL GIVE is a crowdfunding event and Peer to Peer Fundraising is when someone passionate about Senior Services runs a campaign over social media to raise funds through their friends and family for Senior Services. Leslie is hoping to find 5-10 fundraising Champions through the Board of Directors, Advisory Councils, Staff & volunteers. Anyone interested in becoming a Fundraising Champion should contact Leslie and she will get it all set up and ready for Giving Tuesday.

Activity Director's Report: The activity report was given by Minnie Vasquez. She reported that the Mexican Independence Day Party was held on September 6th & 26

seniors attended. and they loved the authentic Mexican food & Music. She also reported on the Fall Fest Picnic was held on September 13th & 97 seniors were present. Minnie explained that Jan Stechly wrote a letter to her to see if she could work her "magic" and grant a wish for her. Jan wrote of her deep love for the Elgin police Department and asked if Minnie would invite Sergeant Rick Santiago to the Lord's park fall Fest Picnic and request a slow dance for Sergeant Rick Santiago and Jan at the Fall Fest Picnic. So, Jan got her special dance with Sergeant Rick Santiago and said she felt like Cinderella at the ball! Minnie announced that on the same day as the Fall Fest Picnic, Olean Singleton, one of her active senior center volunteers, received a special award from Illinois TRIAD which was the "Senior Citizen Volunteer Award." It was a great day for the Elgin Senior Center and it's members. Minnie then thanked the Advisory Council Members for all their hard work and continued support.

Upcoming Events- See attached Flyers

New Business: Gil stated that with the change in monthly meeting days, he would like to give up his chair position of President. The members of the Council were asked to consider taking the position over and let us know for the December meeting.

Announcements: Cherie told everyone that the recommended hours for Trick or Treating are from 4-7pm. People who don't want to participate should turn their light off. Also, The Salvation Army is having their BowlfurShelter on October 29th. Tickets are \$20 per person and the funds raised will go to vet care for the senior's pets. Those interested in purchasing tickets should call Maureen at 847-683-7070. **There will be no TRIAD meeting in October.** Instead, TRIAD will hold a Senior Safety Academy on October 19th at the Elgin Senior Center from 8:30am – 12:30pm with free lunch for seniors. Angela announced that Assisting Hands is hiring experienced caregivers. She is looking to double her staff but she is very careful about background checks and will not take any new staff who do not pass. Referees will receive \$25 gift card & \$100 after working 100 hours. Liz Wiggins informed the group that there will be a Legislative Roundtable planning meeting after the ESPN meeting tomorrow if anyone wants to help plan the Roundtable which will be held on December 11th at Pottawatomie Park in St. Charles.

Sue Raddatz announced that the Alden Huntley property will be opening its rehabilitation facilities in the Spring of 2018.

The next meeting will be held on Tuesday, December 5th, 2017 at 8:30am at Senior Services, 101 S. Grove, Elgin, IL. **There will be no Advisory Council meeting in November due to a Senior Services All Staff Meeting.**

There was a motion to adjourn by Angela seconded by Liz. The meeting adjourned at 9:45am.

Respectfully submitted by Leslie Edstrom

MINUTES OF
SENIOR SERVICES ASSOCIATES
OF MCHENRY COUNTY
ADVISORY COUNCIL MEETING
Oct. 4, 2017

Those in attendance: Margie Kowalczyk, Terri Berryman, Dr. Habib, Sherry McGowan, Rich Howe, Jill Fischer. Staff members present were Debbie Danitz, Rita Boulden, Maureen Almazan, Jackie Smith. Absent: Lew Matuszewich, Jenneen Hansen, Kitty Nash

- I. Call to order – meeting was called to order by Margie at 8:45 a.m.
- II. Introductions all around – correction to minutes, last meeting adjourned at 9:55 and not 10:55.
- III. Executive Director’s Report/Operating Report – Bette unable to attend. No report. Questions about Operating Report-Income: #4124 NEIL SHIP, Why do we get SHIP funds, understanding was SHIP people were volunteers. Expense Report #5150 Workmen’s Comp at 134%, Margie wondering what steps are we taking to bring that down. Explained topic had been presented to all staff as to how to be safe on the job. #5180 Employment Costs, at 359% of budget, what is causing that high number?
- IV. RSVP – Debbie Due to mandated survey for RSVP program to be done by Council members, Survey questions to be addressed at end of meeting. This will be reported on separately.
- V. Transportation Program –Coleen moving to another job, due to financial situation. Debbie reported it has been very busy and Coleen did an amazing job. Cancellations continue to be ongoing problem, lots of new clients, more requests than drivers. Margie suggesting possibly prioritizing the requests according to health conditions of the senior to determine eligibility. Debbie will take into consideration. (See report)
- VI. Senior Companion Program – Maureen created new report format. Numbers exceeded report to Mental Health Board. Maureen and Jackie looking into new idea for the companions. If they are interested they could do light jobs around the home for the senior. Presented list of appropriate things they could do. Some companions are already doing some of these things. Joe at St. Mary’s getting names through other ministries. So far met with 20 volunteers, this collaboration looks very exciting. Jackie spoke on other new idea for program which is to incorporate boy scouts and girl scouts as pen pals for Crossroads nursing home residents. Suggesting writing to seniors twice a month. Maureen spoke on quarterly survey taken of seniors: 58% of seniors are less lonely because of program. Thinking of having companions visit twice

a week instead of once a week. Coleen had been including Senior Companion brochure in her letters to her transportation clients. (See report)

- VII. Joint Coordinator's Report – Number for screens for Patricia added to report. She did 71 and Catherine did 73. Lucky Bucks Luncheon was very successful, raising highest amount to date of \$5,568. The grand winner of \$700 was present. Several staff openings, discussion on that issue, with Habib noting that this problem is probably a financial one and should be addressed. Thursday Oct. 19 is the 30th Anniversary Party at 4:30 to 7:00. Hope all can attend. (See report).
- VIII. Joint Activities –Passed out calendars for McHenry office. McHenry's big event for October is the Octoberfest and Halloween party as well.
- IX. Marketing – Leslie working on the #IL GIVE program on Tuesday, Nov.28, hopeful for a great turnout in donations.
- X. Board Report –Habib noted that Tom Aquilina and Kitty Nash were recognized as Board Members Emeritus for all they have done and still do for the agency.
- XI. New Business – Claudia Aquilina, who now works for the Fountains, advocated for us to see if we could meet at the Fountains. The answer was yes: members voted we meet at the Fountains instead of Heritage Woods due to Bingo issue there. Meeting will remain at 9:00.
- XII. Previously Driven Business - None
- XIII. Call for adjournment by Margie. Meeting adjourned at 10:30. Habib, thanks to the chair.

Aurora Advisory Council Meeting

MINUTES

9/28/17

9:00

900 N. LAKE ST.
AURORA, IL 60506

MEETING CALLED BY	Ken Maurice
FACILITATOR	Senior Services Associates, Inc.
NOTE TAKER	Sandra Franco
ATTENDEES	Ken Maurice, Micki Miller, Paul Heinkel, Suely Cabral, Dolores Hicks, Nathan Tiwald, Lillian Perry, Paz Montero, Tracy Pell, Amy Gulbrandsen

Meeting called to order by Ken Maurice at 8:53 am.

Welcome to all and introductions were made. Thanked Lillian from State Rep. Linda Chapa LaVia's Office for providing breakfast.

Pledge of Allegiance recited.

Motion to approve the minutes made by Nathan Tiwald. Seconded by Lillian Perry.

II. Associate Director's report:

- A. State budget update: We have not received any payments as of yet.
 - We have received noticed that we should be receiving a payment of \$112,000 soon.
- B. Kendall Hometown Days went well- 228 people in attendance. Next year we will start earlier and possibly have a drive thru as well. We had a profit of about \$2,000. Thanks to our food sponsors.
- C. Trivia Night Fundraiser went well-91 people in attendance. We had a profit of about \$9,000.
 - Next year's fundraisers will have a different theme. It's Hats Off to Seniors.
- D. The next fundraiser will be the Pie Auction held on Friday, November 17th. Tickets are \$45.00 which includes dinner. We are looking for sponsors and bakers.
- E. Giving Tuesday will be on November 28th. Online donations are accepted. It is similar to GoFundMe or crowdfunding.
 - Next Pie Auction meeting will be on Thursday, October 5th @ 2:00pm here at the office.

III. Activity Director's Report:

- A. Paul passed out the October Activity calendars.
- B. He invited the Advisory Board to the World Series Bean Bag Tournament on October 3rd @ 10:00am. Jennings Terrace will be providing the food.
- C. Paul mentioned getting seniors set up with rides from the Township for first Fridays.
- D. CVS Pharmacy came out and provided flu shots for the seniors.
- E. DMJ has been coming out at the end of the month to do blood pressure checks for the seniors and TRIAD helps serve the meal.

Open Discussion: N/A

Announcements:

- Suely-Update on Township Bingo. Cost has been changed to \$2.00 per card.
- Nathan-Asbury Gardens will hold a Halloween Family Event on October 29th from 1-4.
- Lillian Perry suggested Bette contact Linda Chapa-LaVia to see if there is anything she can do to help SSA in Kane County make up funding deficits. Discussed that 15% of CDBG money must go to social services.

Adjournment: Ken moved to adjourn at 9:47 AM

Next Meeting:

Date: October 26, 2017

Time: 8:30 A.M.

Location: Aurora Senior Services

Breakfast Provider: Tracy from Alden

SENIOR SERVICES KENDALL COUNTY ADVISORY COUNCIL MEETING
MINUTES
October 2, 2017

Present: Cecelia Sanders, Barb Weber, Micki Miller, R. Wayne Dial, Susan Hines, Bev Popp, Keith Bielema, Julie Douglas, Gina Dunlap, Angel Ness, Julie Langerveld, Diannaha Thompson

Meeting was called to order at 1:30 p.m. by President Bev Popp.

Pledge of Allegiance was recited.

Introductions were made.

Secretary's Report: Wayne made a motion to accept minutes, Barb seconded.

COORDINATOR'S REPORT: Micki reported that the BBQ night raised about \$2,000. She has a call into the city about whether they want to repeat it for 2018, but has not had a call back. There were several suggestions, such as to start earlier as the County employees leave work about 4:30, and to have some way to have a drive-thru area. The Trivia night had 91 attendees. Heritage Woods won the LTC bragging rights, Asbury Gardens came in second in the vendor groups. Micki forgot about providing coffee, and they didn't get enough napkins for dinner and dessert. But those were small glitches. The Sponsorships brought in \$5,760, tickets had a profit of \$19.50 per ticket and the raffles and auction came in with a total cleared of around \$9,000!!!

Suggestions for next year are a bigger venue and not on a Friday night. The Trivia Master was good, but possibly could use help in correcting the sheets quicker. Thanks to all who participated, the sponsors, donors, Barb for getting donations - everyone. It was a great event. Bette has approved us doing it again next year!

The check from the Mattress Sale was for \$3,593. So the profit from the listed 3 events was almost \$15,000. Wonderful!

No checks yet from the state. When Micki was on a conference call about not sending in some paperwork, she explained that there has not been an increase in the reimbursement rate for assessments since 2002, but there is triple the work requirements from the state, and they haven't received anything from the new budget. She was told, 'We'll look into that.'

TRIAD Conference was well attended. Micki went for 1 day, Wayne also attended. Speakers were good, but temperature in the rooms was 'iffy' at best, ranging from hot to cold.

There was a mandatory Care Coordinators training attended by staff at the end of September down in Springfield which pulled many staff out of the offices.

November 17th will be the Pie Auction, this year at Piper's Banquets as the Fox Valley Country Club is being torn down for condos. Pies needed. Are any of you great pie bakers? Tickets are \$45 for dinner and event.

ACTIVITY DIRECTOR'S REPORT: Gina reported they will be doing Bean Bag Baseball three times in October
October 5th – Lunch Bunch is going to Bonefish Grill
On October 6th – Birthday Bingo
October 12th – Morton Arboretum – including blowing glass pumpkins demonstration
October 16th & 18th – AARP Driving class
October 19th – Millhurst and Movie Club
October 23rd – Pottawatomie Casino – last trip of the year to the casinos
October 26th – Goebberts and Arboretum in South Barrington
October 27th – Halloween Party
In November
On the 9th – Veteran's Breakfast with the Veteran's Commission

There is still a question as to whether the Knights of Columbus will be doing the Thanksgiving Dinner again. They are having a meeting this week so we hope to hear soon.

NEW BUSINESS:

November 3rd, members of the Advisory are asked to come to lunch with the seniors at the Center to find out if they have ideas for parties as attendance is down somewhat. Lunch is at 11 a.m.

Suggestions from Advisory might to have Jenga or other games. Also possibly a "20 Questions" style of Trivia each month with some small prizes for winners. This would be a lead-in to the annual event.

Micki also announced they will be doing the Illinois Gives again which is on-line giving on the Tuesday after Thanksgiving. There will be an event day that day at the Center. In the first year they participated, only 5 donors contributed. Last year it was 56, and a subsequent 300% increase in amount donated. Grand Victoria will match up to \$4,000. The Grand Victoria Foundation has also offered classes for marketing staff to learn how to tell a compelling Senior Services story that touches people's hearts and moves them to donate.

Micki is also applying for Quality of Life grant from the City of Aurora. Additionally, she will be going to the Oct. 10th Oswego Township meeting to let them know how many Oswego Twp. seniors are served through SSA programs. Currently Oswego Twp. does not contribute either to Senior Services or the Meals on Wheels program.

ANNOUNCEMENTS: None.

Thanks to Diannaha for doing the Minutes the past 2 months.

ADJOURNMENT: Wayne motioned to adjourn the meeting at 2:20, seconded by Julie.

Respectfully submitted,
Cecelia Sanders

PROSPECTIVE SUPPORTERS

Referred By: _____

Donor: _____ Personal: _____ Business: _____ Volunteer: _____

Name: _____

Home Address: _____

City/State/Zip: _____

Home Telephone Number: _____ Cell Phone Number _____

Home E-mail Address: _____

Work Address: _____

City/State/Zip: _____

Work Telephone Number: _____ Work Cell Phone: _____

Work E-mail Address: _____

Connection to you or to senior issues (i.e. used our services, supports disabled, veteran or senior causes or a person that works for the community, etc.)

Have you mentioned supporting Senior Services to this referral?

May we use your name when contacting this individual?

Please return this form to Beth McClory.

Assigned to: _____

October

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2 Kendall Advisory Mtg 1 pm	3 McHenry Staff Mtg 8:30 am Elgin Advisory Mtg 8:30 am	4 McHenry/Crystal Lake Advisory Mtg	5	6	7
8	9 Columbus Day Kendall Staff Mtg 9 am	10 Aurora Staff Mtg 9 am	11 Elgin Staff Mtg 8:30 am	12 Crystal Lake Staff Mtg 8:30 am	13	14
15	16	17	18	19	20	21
22	23	24	25 Board of Directors Mtg 9-11 am	26 Aurora Advisory Mtg 8:30 am	27	28
29	30	31 Halloween				

2017

November

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1 McHenry/Crystal Lake Advisory Mtg	2	3	4
5 Daylight Saving Time Ends	6 Kendall Advisory Mtg 1 pm	7 Election Day Elgin Advisory Mtg 8:30 am Staff Appreciation 9:00 am	8 Elgin Staff Mtg 8:30 am	9 Crystal Lake Staff Mtg 8:30 am	10	11 Veterans Day
12	13 Kendall Staff Mtg 9 am	14 Aurora Staff Mtg 9 am	15	16	17 Pie Auction at Pipers Banquet 6 pm	18
19	20	21	22	23 Thanksgiving Office Closed	24 Day After Thanksgiving Office Closed	25
26	27	28	29	30		

2017



October is Ombudsman Month

*Did you know that Senior Services
professional long term care*

*Ombudsmen Case Managers assist residents of
long-term-care facilities and their families?*

Ombudsmen Case Managers

- *Provide information on how to choose a nursing home*
- *Advocate for resident rights*
- *Investigate complaints*
- *Mediate solutions to problems*
- *Protect and preserve the rights of LTC residents*
- *Protect and promote quality of life of LTC residents*

*Talk to a Senior Services Representative today for
more details:*

Aurora: (630) 897-4035; Elgin (847) 741-0404

Yorkville (630) 553-5777

*Crystal Lake (815) 356-7457 and McHenry (815)
344-3555.*

24-Hour Emergency: (800) 942-1724

Senior Services Associates, Inc.

Sewing your loved ones today and you tomorrow.



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