



## Commission On Aging

[www.co.monroe.mi.us/commonaging](http://www.co.monroe.mi.us/commonaging)

A Division of the Monroe County  
Community Planning & Engagement  
Department

965 South Raisinville Rd.  
Monroe, MI 48161

**734-240-3290**

Fax: 734-240-3286  
[mccoa@monroemi.org](mailto:mccoa@monroemi.org)

Jason Berry  
Director

Donald Spencer  
Chairman

Martin Kaufman  
Vice-Chairman

Mary Ann Wertenberger  
Secretary

Mary Gantz

Madonna Burkit

Cynthia McIlvain

Wayne Meehan

Paul Simonton

## Monroe County Commission on Aging Regular Board Meeting Minutes

April 09, 2025

### Commission on Aging Conference Room

Don Spencer called the meeting to order at 1:03 p.m.

**Members present** Don Spencer, Martin Kaufman, Madonna Burkit,  
Mary Ann Wertenberger, Wayne Meehan,  
Cynthia McIlvain, Larry Gramlich, Mary Gantz

**Members excused:** Paul Simonton

### Pledge of Allegiance

### Silent Prayer

### Approval of the Agenda:

Motion to approve the March 12, 2025 Regular Board Meeting Agenda as presented.

**Motion by:** Wayne Meehan **Supported by:** Mary Gantz  
**Motion carried.**

**Public Comment:** None.

### Special Presentations:

#### Nancy Schiffer, Bedford Veterans Food Pantry

The additional Commission on Aging support helps provide more food for the Pantry. There were 5,514 pounds of food provided to senior citizens 60 years of age and older.

Seniors are able to take food home to cook. On Easter, a ham and side dishes were provided for the holiday meal.

The Pantry is blessed with food from the community. They are also working on a program to help with appliance purchases. Hours are Monday through Thursday 10am to 4pm.

#### Nancy Clark, Dundee Senior Citizen Center

The Center serves 100 meals per day. In 2024, 12,533 Congregate Meals were served and 19,540 Homebound Meals were delivered. Membership increased by 156 new members in 2024, totaling 628 members. In 2025 there are 40 new members. Frozen meals are distributed for weekends.



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The Dundee Center is well-known for good meals. Members allowed to sign up first for Casino trips, as they fill up quickly. An exercise program is held on Monday, Wednesday and Fridays.

There are younger seniors joining the Center. The Center has good volunteers and community partners. Two or three fundraisers are held per month. Door prizes are given out for Bingo games. A newsletter is also distributed.

### Consent Agenda:

- A. Approval of the Minutes of the March 12, 2025 Regular Meeting.
- B. Strategic Planning Committee notes of April 3, 2025.
- C. Finance Reports
- D. Correspondence – None.
- E. Formal Agency Reports – None

**Motion to approve by: Wayne Meehan    Supported by: Larry Gramlich**  
**Motion Carried.**

### Directors' Report:

Jason Berry reported the following:

#### ➤ Common Measures Report

The March Common Measures Reports provide the Commission with the provider's Cumulative Units Reported vs. Maximum, Cumulative Unduplicated Clients Served vs. Anticipated, Actual Expenditures vs. Total Budget, Total Budget Cost per Unduplicated Client, and Actual Revenue vs. Budgeted Revenue.

#### ➤ COA Website Views

The monthly analytics snapshot shows how many hits the COA website received and the categories most visited. During March 2025 there were 758 total views. Transportation was the most viewed at 212.

#### ➤ Waitlist/Service Not Provided Summary

Mr. Berry reported that from February 25, 2025, through March 25, 2025, there were no ramps built. There are 39 seniors are on the Project Ramp waitlist.

**Old Business:** None.

### New Business:

#### A. Motion to approve the Bedford Health Van Budget Revision

**Motion by: Larry Gramlich**

**Supported by: Wayne Meehan**



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### Roll Call Vote Taken:

Martin Kaufman - Yes  
Larry Gramlich - Yes  
Mary Ann Wertenberger - Yes  
Madonna Burkit - Yes

Cynthia McIlvain - Yes  
Don Spencer - Yes  
Mary Gantzios - Yes  
Wayne Meehean - Yes

### Motion Carried.

**B. Motion to transfer \$86,980.00 of 2025 funds from the Frenchtown Senior Center Adult Day Care Service (Account 280-97000-965225) to the Senior Citizens Fund Contingency (Account 280-89000-969002) to financially support other 2025 proposals (Jason Berry)**

**Motion by: Larry Gramlich**

**Supported by: Wayne Meehean**

### Roll Call Vote Taken:

Martin Kaufman - Yes  
Larry Gramlich - Yes  
Mary Ann Wertenberger - Yes  
Madonna Burkit - Yes

Cynthia McIlvain - Yes  
Don Spencer - Yes  
Mary Gantzios - Yes  
Wayne Meehean - Yes

### Motion Carried.

**C. Motion to approve the request to hire a full-time Fiscal Manager or related position for the Commission on Aging beginning in 2026 (Jason Berry)**

**Motion to approve: Wayne Meehean**

**Supported by: Larry Gramlich**

### Roll Call Vote Taken:

Martin Kaufman - Yes  
Larry Gramlich - Yes  
Mary Ann Wertenberger - Yes  
Madonna Burkit - Yes

Cynthia McIlvain - Yes  
Don Spencer - Yes  
Mary Gantzios - Yes  
Wayne Meehean - Yes

### Motion Carried.

**D. Motion to approve a request to transfer \$14,000.00 of 2025 funds from 280 Senior Citizens Fund Contingency (Account 280-89000-969002) to 67200 Commission on Aging for the purchase of chairs, tables and audio equipment (Jason Berry)**

**Motion to approve: Cynthia McIlvain Supported by: Mary Ann Wertenberger**

### Roll Call Vote Taken

Martin Kaufman - Yes  
Larry Gramlich - Yes  
Mary Ann Wertenberger - Yes  
Madonna Burkit - Yes

Cynthia McIlvain - Yes  
Don Spencer - Yes  
Mary Gantzios - Yes  
Wayne Meehean - Yes

### Motion Carried.

**Public Comment: None.**



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## Commission Members Comments:

**Cynthia McIlvain:**

Happy Easter

## Adjournment:

**Motion by:** Wayne Meehan

**Supported by:** Larry Gramlich

**Motion Carried.**

The meeting was adjourned at 2:21 p.m.

**The next Regular Board meeting takes place on Wednesday,  
May 14, 2025 at 1:00 p.m. at the Monroe County Commission on Aging, 965  
South Raisinville Road, Monroe, MI 48161.**

**Ramona Hall, Recording Secretary**



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