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Phone Number: 1-669-224-3412

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March 11, 2020
After Executive Meeting

	<u>Page</u>	<u>Action</u>
I. Call to Order – (Bob Roesler)		
II. Roll Call – (Bob)		
III. Approval of Agenda – (Bob)		
IV. Board Recruitment – (Jason Swanson, Executive Director)		
A. Update on Recruitment		
B. Goals for Recruitment	1-2	
V. Board Self Evaluation	3	
VI. Other – (Bob)		
VII. Next Meeting – April 15, 2020 (Full Board)		
VIII. Adjourn – (Bob)		

- The board of directors is the chief elected body of the agency.
- The board represents the community interest in the agency, and holds ownership of the agency on behalf of the community.
- The board is the guardian of the assets of the agency, the policy setting body of the agency and advisor to the executive director of the agency.

I. Overview of MNRAAA

A. What is an AAA?

- AAAs are agencies designated to develop coordinated system for delivering needed services to older persons in specific geographic areas.
- In MN, AAAs are designated by the MN Board on Aging, the State Unit on Aging.
- AAAs receive funding from the OAA to carry out their responsibilities.
- MNRAAA is a 501 c 3 non-profit agency.

B. Planning & Service Area

1. MNRAAA's service area is called the Southwest Planning and Service Area.
2. Includes 27 counties.
3. Offices in Slayton & Mankato.
4. Currently have 38 employees.
5. Because of our large geographic area, many of our employee's work-from-home, rather than from one of our offices.
6. There are 7 AAAs in MN.

C. Four Key Roles (ADIA)

1. Administration & Fund Distribution

- Day-to-day activities of running organization.
- Annually receive funding from the OAA that the board annually awards, through a competitive process, to agencies that provide direct service to older adults and caregivers.
- Examples of services the board awards funding for are congregate meals, home delivered meals, caregiver respite.

2. Development of Programs

- Staff work with local communities and agencies to enhance or develop services for older adults and caregivers.
- Work with communities to become dementia-friendly and age-friendly.
- Provide evidence-based classes in local communities.

3. Information & Assistance

- We staff the SLL, the statewide toll-free telephone information and assistance service.
- Our staff conduct Pre-Admission Screening that's required by anyone entering a Medicare-certified nursing home.
- Also, staff Return to Community Initiative. Program that works one-on-one with nursing home residents who have expressed desire to return to the community. This is for private-pay residents. Staff help

develop care plan, visit the client after they return home, provide follow-up assistance for up to 5 years after date of discharge.

- Staff also available to provide educational presentations to local groups, on topics such as What's New in Medicare, Frauds & Scams.

4. Advocacy

- Work one-on-one with older adults who have difficulty navigating the service system.
- Also, advocate with local, state and federal elected officials on issues affecting older adults and caregivers.

II. Overview of Board Membership

A. Meetings – Handout

1. Frequency

- Full board meets 6 times/year
- Go-to-Meeting available if can't attend in person
- Members required to serve on one committee. When possible, committee meetings are held after a board meeting or via Go-to-Meeting.
- Committees:
 - ✓ Executive
 - ✓ Finance
 - ✓ Audit
 - ✓ Nominating and Governance
 - ✓ Planning

Board Member Self-Evaluation

DRAFT QUESTIONS

1. I understand and support the mission of the organization.
Yes/No/Not Sure
2. I am knowledgeable about the agency's programs and services.
Yes/No/Not Sure
3. I follow trends and important developments related to the agency.
Yes/No/Not Sure
4. I assist with fundraising and/or give an annual personal contribution to the agency.
Yes/No/Not Sure
5. I read and understand the agency's financial statements.
Yes/No/Not Sure
6. I have a good working relationship with the Executive Director.
Yes/No/Not Sure
7. I recommend individuals to serve on the board.
Yes/No/Not Sure
8. I identify individuals who might be prospective donors.
Yes/No/Not Sure
9. I prepare for and participate in board meetings and committee meetings.
Yes/No/Not Sure
10. I bring forth the needs of the agency's consumers; speak out for their interests and on their behalf.
Yes/No/Not Sure
11. I represent the agency in a positive and supportive manner at all times.
Yes/No/Not Sure
12. I find serving on the board to be a satisfying and rewarding experience.
Yes/No/Not Sure