



The Senior Alliance
Area Agency on Aging 1-C
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Advocacy. Action. Answers on Aging.

MEMORANDUM

TO: Board Ad-Hoc Committee
FROM: Tom Jankowski *Tom B. Jankowski*
DATE: September 9, 2009
RE: Board of Directors Re-Organization Ad-Hoc Committee

The TSA Board of Directors Re-Organization Ad-Hoc Committee will meet at 3850 Second Street, Suite 201, Wayne, MI, at 9:00 a.m., at The Senior Alliance, on September 16, 2009. If you are unable to attend, please call our office at 734.722.2830.

Committee Charge: To make recommendations by December 1, 2009 to the TSA Board of Directors to address the requirements of the Michigan Office of Services to the Aging (OSA) concerning the structure of the current TSA Board of Directors.

Meeting Purpose: Hear public comment, obtain background information, define the goals of TSA board reorganization (must be specific, measurable & realistic), and determine next steps.

Ad Hoc Committee Members: Tom Jankowski, Committee Chairperson; Helen Morrison; Tony Woods; Richard Henningsen, Ex Officio; Ed Bagale, David Ippel.

Ad Hoc Committee Support Staff: Bob Brown, Executive Director, Debra Waugh, Office Manager/Board Recording Secretary, Board of Directors, Gary Hayden, Legal Consultant for Board Reorganization, Cherie Mollison, TSA Consultant.

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|---|--------------------------------------|-----------------------------------|
| 1. Call to Order | Tom | 5 minutes |
| 2. Welcome & Introductions..... | All | 5 minutes |
| 3. Lynn Kellogg, CEO Region IV AAA in St. Joseph Michigan & President,
National Association of Area Agencies on Aging, n4a.
Region IV AAA Experience with Reorganization
Region IV Advisory Council and Project 2020 | Lynn Kellogg | TeleConference
25 minutes |
| 4. Call for Public Comment | Tom | 15 minutes |
| | | (Limited to 3 minutes per person) |
| 5. Motion to approve Minutes..... | Action Requested (Motion to Approve) | |
| 6. Old Business/Action Items | Cherie & Debra | 20 minutes |
| Sample of Board Source Materials | | |
| Michigan SAC Report on Senior Centers | | |
| Advisory Council Models | | |
| Statistics on TSA Board Attendance | | |
| Flow Chart of TSA Board Committees vis-a-vis Operations | | |
| Phone Meeting with OSA re: Operating Standards .. | Tom & Gary | 15 minutes |
| 7. Discussion of TSA Bylaws and Conflict of Interest | Gary | 15 minutes |
| 8. Define Goals of TSA Board Reorganization | Tom & All | 30 minutes |
| 9. Discuss Next Steps and Additional Information Needs | All | 10 minutes |
| 10. Define Action Items | Cherie & Debra | 10 minutes |

11. Adjourn **(Attachments Enclosed)**

Next Meeting: September 30, 2009, including the Public Hearing.