

BAY AGING

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

November 19, 2020

Board Members Present: Mr. Jimmie Carter, Chairman, Lancaster County; Barry L. Gross, M.D., Vice-Chair, Gloucester County; Mr. Stanley Clarke, Treasurer, Essex County; Ms. Vera Lee, Secretary, Lancaster County; Mr. Ron Saunders, Gloucester County; Mr. Bruce Craig, Northumberland County; Mr. James Dudley, Middlesex County; Ms. Belinda Johnson, Westmoreland County; Ms. Marcia Jones, Middlesex County; Ms. Lynda Smith, Mathews County; Ms. Karen Lewis, Westmoreland County; Mr. Charles Adkins, Esq., King & Queen County and Ms. Cynthia Talcott, Richmond County; Rev. Maria Harris, King William County; and Mr. Bill Doyle, Northumberland County

Other Board Members Present: Mr. William Massey, Peninsula Agency on Aging, Inc. President & CEO, Bay Aging Apartments Boards

Staff Present: Ms. Kathy Vesley, President/CEO; Ms. Jennifer Beck, Director of Community Living Programs; Mr. Tinsley Goad, CFO; Ms. MaDena DuChemin, Human Resource Manager; Jean Duggan, Director of Development; Mr. Joshua Gemerek, Sr. VP Housing; Ms. Stephanie Hutton, Executive Assistant & Grants Specialist; Ms. Tiffany Robins, Director of Home and Community Based Programs, Director of Care Coordination; Mr. Bill Smith, Deputy CFO; Ms. Lisa Walker, VP, Advocacy Resources; Mr. Bobby Vassar, Senior Counselor to the President; Ms. Lauren Cobb, Assistant Director, Home and Community Based Services; Ms. Mary Simpson, Deputy CFO; Ms. Cathey Eades, Director Care Transitions; and Mr. David Smith, Fiscal Assistant

Introduction of New Board Members: Ms. Vesley introduced Ms. Sieglende "Lynda" Smith of Mathews County and Mr. William "Bill" Doyle of Northumberland County as new Board Directors. Ms. Smith and Mr. Doyle gave Directors a brief overview of their background and interest to serve on the Bay Aging board.

Call to order: The Bay Aging Board of Directors met via Zoom teleconference, on November 19, 2020. Due to the Coronavirus (COVID 19) pandemic, in person meetings of 10 or more people are strongly discouraged by the Commonwealth of Virginia's Governor. Chairman Jimmie Carter called the meeting to order at 9:43 a.m.

Roll Call: Ms. Stephanie Hutton called roll and a quorum was established for the scheduled November 19, 2020 Board of Directors Meeting.

Ms. Vesley requested Directors appoint Ms. Smith and Mr. Doyle to serve on the Bay Aging Apartments Board.

Ms. Jones made a motion to appoint Ms. Smith and Mr. Doyle to the Bay Aging Apartments Boards. Seconded by Mr. Saunders, the motion was approved unanimously.

Ms. Vesley reviewed the proposed Primary Strategic Goal 2021-2023 and revised Strategic Goals for Bay Aging. The Primary Goal and supporting strategic goals were derived from discussions during the Executive Committee Retreat that was held on October 30th. Both documents were made available to Directors in their meeting packet in advance of today's meeting.

Mr. Carter stated the Executive Committee met last week and reviewed the proposed Primary Strategic Goal 2021-2023 and revised Strategic Goals for Bay Aging and recommends the Bay Aging Board of Directors approve same. Seconded by Mr. Doyle, the motion was approved unanimously.

Ms. Vesley provided an update on General Assembly BH30 Conference Committee Report, Item 1 and 2c concerning the State Unit on Aging Designation/Placement. The committee report was made available to Directors for review in their meeting packet prior to today's meeting. Ms. Vesley announced, with the Executive Committee's approval, she is working on a letter to offer support and expertise to help facilitate positive change. Directors interested in supporting the advocacy are encouraged to inform Ms. Vesley of their interest.

Chief Executive's Report:

Ms. Vesley reviewed the Governance Training document on *The Board's Role in Advocacy: An Exception for Engaged Leadership*. This document was shared with Directors in advance of the meeting and is also posted to the internal Board website. She shared how advocacy is a powerful way to leverage the important work that Bay Aging does. Directors were trained on what board advocacy looks like and reviewed examples of how they can get involved.

Prior to this meeting the Directors received via email and through their internal portal the Board Notes; this document was also mailed to each Director. Board Notes provide programmatic updates relevant

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to the Strategic Plan, celebrate successes and highlights for new or up and coming programs and services. The Board also receives copies of press releases and other materials that reflect Bay Aging initiatives. Ms. Vesley encouraged Directors to review the materials at their leisure and welcomed any questions they may have.

Unfinished Business:

Board Member Comments:

There was a discussion on the new office buildings and Directors requested photos of the finished spaces be shared.

Next Meeting: The next meeting is scheduled to be held on January 28, 2021 at 9:30 a.m. Location will be determined based on the Governor's current mandate and guidance for gatherings of 10 or more people on the date of the next meeting.

There being no further business, Mr. Carter adjourned the meeting at 11:24 a.m.

I certify that the foregoing is a true and correct copy of the minutes approved by the Bay Aging Board of Directors.



Mr. Jimmie Carter, Chairman



Ms. Vera Lee, Secretary