



ElderSource (Area Agency on Aging)
Board of Directors
Governance Committee Meeting
6/16/2022 at 1:30 PM

1. Welcome Joseph Zimmerman, Chair
2. Review of Minutes (May 11, 2022)
3. Board Resignations
 - a. Janet Adkins
4. Board Application Follow up Demographic
5. Board Demographics
6. Board Member Attendance
7. Board Recruitment
 - a. Baker County
8. 2023 New Slate of Officers
9. Adjourn Joseph Zimmerman, Chair

Vision: Older adults and adults with disabilities are valued and have the resources they need to live with dignity and security in an age- and ability-friendly community.

Mission: ElderSource empowers people to live and age with independence and dignity in their homes and their communities.

Inclusion Statement: ElderSource values all people – including but not limited to all nationalities, socio-economic backgrounds, abilities, races, genders, religious perspectives, sexual orientations and gender identities – in everything we do. We welcome the unique insights and perspectives of all persons in our quest to fulfill our mission.

ElderSource (Area Agency on Aging)
Board of Directors
Governance Committee Conference call
May 11, 2022, at 12:00 PM

Minutes

Present:

Dr. Vanessa Jones-Briscoe
Amanda Benigno
Janet Adkins

Absent:

Joseph Zimmerman-Exc
Dr. Sue Krall

Staff:

Linda Levin, Chief Executive Officer
Sherry Holmes, Administrative Assistant

Call to Order:

Dr. Vanessa Jones Briscoe opened the meeting of the Governance Committee at 2:02 PM.

Review of Minutes

Dr. Vanessa Jones Briscoe moved to approve the minutes from the February 17, 2022, meeting. Janet Adkins seconded the motion. Motion carried without opposition.

Draft Board Application and follow-up form

The Committee reviewed the Board application and follow-up form. After much discussion, the Committee decided it made sense to remove the question of “how do you identify” with the list of options and add in a yes/no question asking if the member is part of the LGBTQIA community.

Motion:

Dr. Vanessa Jones-Briscoe moved to change the application follow-up form remove the question of “how do you identify” with the list of options and add in a yes/no question asking if the member is part of the LGBTQIA community. . Amanda Benigno seconded the motion. The motion passed without opposition.

Application Review

The Committee reviewed the application for Joya Bond. Linda stated that Joya is from Florida Blue and was recommended to us by former Board member Kevin Kenney. She has expertise in Business Development, Fundraising, IT/MS, and Planning.

Motion:

Dr. Vanessa Jones-Briscoe moved to approve the Board membership application for Joya Bond. Amanda Benigno seconded the motion. The motion passed without opposition.

Board Resignations:

The Committee discussed the Board resignations from Kevin Kenney and Catherine Kelly.

Linda stated that Kevin Kenney is no longer with Florida Blue. The new company that he works for presents a conflict of interest, and he can no longer serve on any of our Boards.

Linda stated that Catherine Kelley is finishing up her 3rd term. After her 3rd term is up, she will be resigning from the Board to spend more time with her family

Board Recruitment:

The Committee discussed Board recruitment for Baker County. Linda stated that she would follow up with Joseph Zimmerman on the potential applicant from Baker County. Linda noted that our only representation from Baker county is terming off our Board in November of 2022.

Board Terms

The Committee reviewed the Board terms for Dr. Sandy L. Robinson and Dr. Lauri Wright. After review, the Committee agreed to extend both of their terms.

Motion:

Dr. Vanessa Jones-Briscoe moved to approve Dr. Sandy L. Robinson's 4th term and Dr. Lauri Wright's 3rd term to continue to serve on the ElderSource Board of Directors. Amanda Benigno seconded the motion. Motion carried without opposition.

2023 New Slate of Officers

The Committee agreed to postpone the review of the 2023 New Slate of Officers until the next Governance Committee meeting.

Adjournment:

Having no further business, the meeting adjourned at 12:25 PM.

Ms. Jessica Del Rio, ElderSource Executive Administrative Assistant, prepared the minutes.

May 31, 2022

Ms. Linda Levin
ElderSource
10688 Old St. Augustine Road
Jacksonville, FL 32257

Dear Linda,

Please accept my resignation from the ElderSource Board of Directors. My responsibilities as Nassau County Supervisor of Elections constrain my ability to fulfill the requirements of my position on the Board, and I feel it is best for me to make room for someone with the time and energy to devote to the board.

Thank you for giving me the opportunity to contribute to such an incredible organization and to be part of such a strong and dedicated team. Your passion and strong leadership are evident to all around you, and I am confident in your continued success.

Thank you for all that you do for our community.

Warmest Regards,

A handwritten signature in blue ink, appearing to read "Janet H. Adkins". The signature is fluid and cursive, with a large initial "J" and "A".

Janet H. Adkins
863 Laguna Drive
Fernandina Beach, FL 32034



BOARD OF DIRECTORS APPLICATION

I. Your Contact Information:

Name: _____

Home Phone: _____ Business Phone: _____

Home Address: _____

Business Address: _____

Occupation: _____ Email: _____

II. Your Background (Please attach a resume)

What is your area of expertise either through work or education?

- Accounting Investment Finance
- Marketing Website Development Fundraising IT/MIS
- Planning Business Development Law (specify type): _____
- Other: _____

What sector would you say you represent?

- Health Care Business Government Higher Education
- Faithbased Organization Disabilities
- Other: _____

Please list other community boards and committees you currently serve on, and years of involvement:

List other aging agencies and or other community activities in which you have been involved:

List three references:

Name

Phone Number

III. Your Ability to Serve:

- I am able to regularly attend bi-monthly Board meetings. Yes No
I am able to serve on Committees in addition to Board meetings. Yes No
I am be able to commit to additional time for training and retreats. Yes No
I understand I am expected to make a financial commitment meaningful to me. Yes No

IV. Your Views on our Organization (use reverse side for additional comments):

What is your interest in the Northeast Florida Area Agency on Aging d/b/a ElderSource?

Please write a brief statement of your understanding of the mission of the organization:

Signature: _____

Date: _____

Please attach a resume.

ElderSource Board of Directors
Demographic Form

Name: _____

Demographic and Diversity: The following information is for reporting to our funder (the Florida Department of Elder Affairs) and to ensure we have a diverse board with members representing various parts of our community and the elders we serve. **This information is confidential and reported in aggregate form only.**

What is your date of birth?: Month _____ Year _____

What is your race and ethnicity?: White African American/Black Hispanic
 Asian Mixed Race
 Other _____

What is your religion?: _____ None:

Do you live with a disability: Yes No

Do you identify as LGBTQIA?: Yes No

Are you a veteran?: Yes No

NAME	EXPERTISE										SECTOR						COUNTY		
	FUNDRISING	PLANNING	ACCOUNTING	FINANCE	INVESTMENT	MARKETING	LEGAL	Web DEVELOPMENT	BUSINESS DEVELOPMENT	IT/MIS	OTHER	HIGHER EDUCATION	HEALTH CARE	BUSINESS	GOVERNMENT	FAITHBASED		DISABILITIES	OTHER
Cheryl Jefferson											1							1	Adv. Council
1 Dr. Sue Krall													1						Baker
2 Grady Williams							1											1	Clay
3 Amanda Benigno						1			1								1		Clay
4 Dr. Sandy L. Robinson													1						Duval
5 Walette Stanford		1				1					1				1			1	Duval
6 Brenda Ezell							1							1	1				Duval
7 Dr. Lauri Wright		1									1	1	1						Duval
8 Catherine Kelly						1		1			1		1						Duval
9 Ed Salek			1	1										1					Duval
10 Vivile Dietrich							1							1					Duval
12 Barbara Ann Greene													1						Flagler
13 Janet Adkins											1		1		1				Nassau
14 Jenny Higginbotham Barrett			1				1	1						1					Nassau
15 Joesph Francis Zimmerman										1				1	1				Nassau
16 Elizabeth Gunn											1		1					1	St. Johns
17 Melissa Gilreath		1	1	1	1						1							1	St. Johns
Joya Bond	1	1									1		1	1					St. Johns
18 Catherine Whitworth		1		1								1		1					St. Johns
19 Juliet Williams				1										1				1	Volusia
20 Dr. Vanessa Jones-Briscoe											1		1	1					Volusia
21 Darryl Banks											1					1			Volusia
Totals	1	5	3	4	1	3	5	2	3	2	9	2	8	7	4	1	1	6	

	NAME	BOARD MEMBER SINCE	Current Term	Current Term Ends	DOB	GENDER		DIVERSITY/RACE OR ETHNICITY							
						Male	Female	LGBT	Veteran Y/N	WHITE/ CAUCASIAN	BLACK/ AFR. AMER	ASIAN/ PACIFIC ISL	HISPANIC	MIXED RACE	OTHER
1	Dr. Sue Krall	Nov-14	3 rd	Nov-22	1949		1			1					
2	Dr. Sandy L. Robinson	Jul-16	3 rd	Jul-22	1961		1				1				
3	Dr. Lauri Wright	Jul-18	2 nd	Jul-22	1966		1			1					
4	Catherine Kelly	Jul-18	2 nd	Jul-22	1950		1			1					
5	Elizabeth Gunn	Mar-17	3 rd	Mar-23	1956		1			1					
6	Melissa Gilreath	Sep-17	3 rd	Sep-23	1944		1			1					
7	Janet Adkins	Nov-17	3 rd	Nov-23	1965		1			1					
8	Brenda Ezell	Jan-18	2 nd	Jan-24	1965		1		1		1				
8	Ed Salek	Nov-19	2 nd	Nov-23	1972	1				1					
9	Catherine Whitworth	Nov-19	2 nd	Nov-23	1970		1			1					
10	Dr. Vanessa Jones Bricoe	Dec-17	3 rd	Dec-23	1959		1				1				
11	Walette Stanford	Nov-17	3 rd	Nov-23	1968		1				1				
12	Jenny Higginbotham Barrett	May-20	1 st	Sep-22	1976		1			1					
13	Joesph Francis Zimmerman	May-20	1 st	Sep-22	1985	1				1					
14	Grady Williams	Nov-20	2 nd	Jan-24	1958	1				1					
15	Amanda Benigno	Mar-21	1 st	Mar-23	1988		1	1		1					
16	Barbara Ann Greene	Mar-21	1 st	Mar-23	1943		1				1				
17	Vivile Dietrich	May-21	1 st	May-23	1975		1					1			
18	Darryl Banks	Sep-21	1 st	Sep-23	1961	1			1		1				
19	Joya Bond	May-22	1 st	May-24			1								
19	Juliet Williams	Jan-22	1 st	Jan-24	1979		1				1				
Totals						4	17	1	2	12	7	1	0	0	0

NAME	COMMITTEE APPOINTMENTS							
	EXECUTIVE	BUDGET/ FINANCE	GOVERNANCE	PERSONNEL/ BYLAWS	PLANNING AND PROGRAMS	Advisory Council	Ad Hoc IT Committee	DEI Committee
Dr. Sue Krall			X					
Dr. Sandy Robinson	X							X
Walette Stanford	X			X-CHAIRS				X
Brenda Ezell								
Dr. Lauri Wright					X		X	
Catherine Kelly	X			X				
Janet Adkins			X					
Elizabeth Gunn	X-Chair	X						
Melissa Gilreath	X	X						
Dr. Vanessa Jones Briscoe			X				X	
Cheryl Jefferson						X-Chair		
Ed Salek	X	X-Chair						
Catherine Whitworth				X				
Jenny Higginbotham- Barrett				X				
Joseph Francis Zimmerman			x-Chair				X-Chair	X
Grady Williams					X		X	
Amanda Benigno			X					
Vivile Dietrich					X			
Darryl Banks					X			
Juliet Williams		X						
Joya Bond					X			
Barbara Ann Greene			X					

2022 Slate of Officers		
<u>OFFICERS:</u>	Term	Term Ending
President: Elizabeth Gunn	3rd	Mar-23
Vice President: Dr. Sandy Robinson	3rd	Jul-22
Treasurer: Ed Salek	2nd	Nov-23
Secretary: Melissa Gilreath	3rd	Sep-23
At Large Members of Executive Committee:		
Catherine Kelly	2nd	Jul-22
Walette Stanford	3rd	Nov-23

2022



2022

Board Member	Description of “Other” Selection in Expertise Section	Description of “Other” Selection in Sector Section
Dr. Sue Krall		
Dr. Sandy Robinson		
Walette Stanford	Human Resources	Utility
Brenda Ezell		Real Estate/Business Law
Dr. Lauri Wright	Nutrition; Policy	
Catherine Kelly	Human Resources	
Janet Adkins	Policy development and legislative affairs	
Elizabeth Gunn	Health care administration and nursing care	Military families and retirees
Melissa Gilreath	Project management: renovations/construction	Senior affordable housing
Dr. Vanessa Jones-Briscoe	Educator, Nurse Practitioner, Healthcare Advocate.	
Ed Salek		
Catherine Whitworth	Former Elementary School Teacher	
Jenny Higginbotham Barrett		
Joesph Francis Zimmerman	IT/MIS	Business
Grady Williams	Elder Law	Comsumers
Amanda Benigno	Customer Service	
Juliet Williams		
Barbara Ann Greene		
Vivile Dietrich	Law-Estate planning, probate, and Business succession planning	Law
Darryl Banks		
Joya Bond	Medicare Customer Service, Claims, Compliance and Appeals and Grievances	
Cheryl Jefferson	Managerial, project administrator	

