

**Little Traverse Bay Bands of Odawa Indians  
Elder's Commission  
Regular Meeting,  
October 3, 2018**

Meeting called at 5:00 p.m. by Richard Wemigwase, Chairman;

Roll Call Commission: Richard Wemigwase, Chairman; Lisa Flynn, Vice-Chairman; Debra Smithkey-Browne, Secretary; Janice Shackelford, Treasurer; JoAnn Carey, Commissioner.

Absent: None

Staff: Mary Roberts, Elder Department Director - Absent

Guest: No guests present

Commission reviewed the Agenda.

**Motion made by JoAnn Carey, Commissioner; to approve the agenda as presented; Debra Smithkey-Browne, Secretary; supports.**

**5 Yes 0 No 0 Absent 0 Abstained**

**Motion Carried**

Commission reviewed the Minutes of September 5, 2018

**Motion made by JoAnn Carey, Commissioner; to approve the September 5, 2018 meeting minutes as presented; Debra Smithkey-Browne, Secretary; supports.**

**5 Yes 0 No 0 Absent 0 Abstained**

**Motion Carried**

Public Comment opened at 5:15 p.m. no public present to comment;  
Public Comment closed at 5:16 p.m.

**Elder Department Report – Mary Roberts, Elder Program Manager, written report submitted;**

**Motion made by JoAnn Carey, Commissioner; to approve the Elder Department Director's Written Report as submitted by Mary Roberts, Elder Department Director; Janice Shackelford, Treasurer; supports;**

**5 Yes 0 No 0 Absent 0 Abstained**

**Budget Report – Janice Shackelford, Treasurer**

- Financials were reviewed and discussed;

**Motion made by JoAnn Carey, Commissioner; to approve the Budget Report as presented by Janice Shackelford, Treasurer; Lisa Flynn, Vice-Chairman; supports.**

**5 Yes 0 No 0 Absent 0 Abstained**

**Motion Carried**

**Commissioner Report – Commissioners**

- MIEA Upcoming Conference – October 7-9, 2018 – Traverse City, MI
- Commissioner Resignation – J. Shackelford – Motion
  - Commission wishes Janice Shackelford the very best and thanked her for her years of service with the commission.

**Motion made by Debra Smithkey-Browne, Secretary; to approve the Commissioners Report as presented by Commissioners; JoAnn Carey, Commissioner; supports.**

**5 Yes 0 No 0 Absent 0 Abstained**

**Motion Carried**

**Motion made by Debra Smithkey-Browne, Secretary; to accept Commissioner, Janice Shackelford’s resignation letter dated October 3, 2018; Lisa Flynn, Vice-Chairman; supports.**

**5 Yes 0 No 0 Absent 0 Abstained**

**Motion Carried**

Discussion was held on the Meals on Wheels;

Discussion was held on the Elder Luncheons –

Discussion was held on the Catholic Burial – update

Discussion was held on the Elder Department Policies:

**Motion made by Lisa Flynn, Vice-Chairman; to table the LTBB Elders Department Policies until further consultation with the elders program and executive office; JoAnn Carey, Commissioner; supports.**

**5 Yes 0 No 0 Absent 0 Abstained**

**Motion Carried**

**Motion made by JoAnn Carey, Commissioner; to adjourn the meeting at 6:09 p.m., Richard Wemigwase, Chairman; supports.**

**5 Yes 0 No 0 Absent 0 Abstained**

**Motion Carried**

Next scheduled meeting will be held on November 7, 2018.

Approved:

\_\_\_\_\_  
Debra Smithkey-Browne, Secretary

\_\_\_\_\_  
Date