

DEPARTMENT ON AGING ADVISORY BOARD

Cari Rebottaro
LDA Director

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MEMBERS

Russ Amo, President
301 N. Main St.
Adrian, MI 49221

MEETING LOCATION
Old County Courthouse

Minutes: Thursday, June 26, 2025

I. Call to Order

The meeting was called to order at 1:03PM by President Russ Amo.

II. Roll Call

Present: Russ Amo, Commissioner Ralph Tillotson, Commissioner Terry Collins, Alan Dickerson, Julie Hackett, Jeffrey DiCenzo, Carol Zawacki, Gloria Bortnichak

Also Present: Director Cari Rebottaro, Deputy Director Dillon Donaghy, Home Services Director, Deputy Administrator Shannon Elliot, Board of Commissioners Chairperson Jim Vandoren, Administrative Coordinator Carissa Zubke

Absent: Catherine Judkins, Darwin Vandevender, Burt Fenby, Carol Bolton, Chris Peoples

III. Approval of Minutes

Alan Dickerson made a motion to accept the minutes as written. Terry Collins offered support. The motion was voted upon and passed.

A. Approval of Minutes: May 22, 2025

IV. Presentation

A. Barb Phillips, Home Services Director

Barb Phillips presented to the board what the Home Services program's goals are and some obstacles that they are facing when it comes to hiring new staff.

V. Department on Aging Director's Report

A. LDA - Director's Report

Statements: Director Rebottaro shared an example of a service statement that is sent out to anyone who receives a service on a monthly basis.

Budget: Director Rebottaro shared that there was a slightly larger revenue than normal for the month of May due to receiving the Local Community Stabilization Share Tax of \$113,351.

Director Rebottaro noted that the revenue for the month of June will also reflect the allocated millage funds. Director Rebottaro also shared that by October 1st, there is a possibility of a budgetary shortfall, but there is a plan in place to use contingency funds in the event of a shortfall.

Director Rebottaro shared a draft FY2026 budget sheet that encompassed all the LDA expenses. Personnel is the greatest expense within the department, but some of those are open positions are open in case they are needed for the new Centralized Kitchen. Director Rebottaro took time to break down the administrative personnel costs versus the direct care services. Great measures have been taken to ensure all senior centers are on the same page when it comes to ordering supplies. This has helped us reduce both inventory and cost.

When asked about Federal and State grants, Director Rebottaro explained that they are never guaranteed. FY2025 grants were just confirmed. We are still awaiting news on FY2026 grants.

VI. Existing Business

A. Centralized Kitchen

The floor is finished, which means equipment can start moving in. The Centralized Kitchen has a rough opening date of early October. Preparations are happening every day behind the scenes to prepare for a smooth opening.

VII. New Business

Board Member Resignation: *Russ Amo informed the LDA Advisory Board that Catherine Judkins has offered her resignation from the board. Commissioner Terry Collins made a motion to accept her resignation. Commissioner Tillotson offered support and her resignation was accepted by the board.*

Annual Review: *Director Rebottaro shared that WellWise will be performing their annual review of the LDA on July 17th. It is a review of FY2024.*

VIII. Public Comment

There was no public comment.

IX. Board Member Comment

Clarification of activities outside the senior centers was sought from a board member. Director Rebottaro confirmed that the LDA does not participate in or provide trips that encourage gambling.

X. Adjournment

There being no further business to discuss, Commissioner Ralph Tillotson made a motion to adjourn, supported by Commissioner Terry Collins, the motion passed. Russ Amo adjourned the meeting at 1:42PM.

Department on Aging Advisory Board
6/26/2025