

# Fresno-Madera Area Agency on Aging

## GOVERNING BOARD

Fresno-Madera Area Agency on Aging  
2520 West Shaw Lane, Suite 101A, Fresno, CA 93711

### Minutes of the Governing Board Meeting of October 18, 2023

Meeting conducted at:

200 West 4<sup>th</sup> Street  
Madera, CA 93637

---

- I. THE MEETING WAS CALLED TO ORDER BY:** Edward Saliba, Governing Board Chair at 10:00 a.m.  
Roll was taken with Four Board members in attendance

**GOVERNING BOARD MEMBERS PRESENT:** Edward Saliba, Keith Rigby, John Sears, Robert Macaulay

**GOVERNING BOARD MEMBERS NOT PRESENT:** James Poptanich, Steve Brandau, Luis Chavez

**STAFF PRESENT:** Jamie Sharma: Executive Director, Paul Bustamante: Director of Finance, Hillaree Bennett: Program Director

**GUESTS PRESENT:** None

- II. PUBLIC COMMENTS:** None

- III. INTRODUCTIONS: (Voluntary) (Information)**

- IV. APPROVAL OF MINUTES:**

**MOTION: APPROVE MINUTES OF JUNE 21, 2023, GOVERNING BOARD MEETING**

1<sup>st</sup>) John Sears                      2<sup>nd</sup>) Robert Macaulay                      Unanimously Carried

- V. EXECUTIVE COMMITTEE MINUTES:** The Executive Committee Meeting of June 1, 2023 was Canceled. **Motion:** Approve Minutes of September 7, 2023. (Action)

1<sup>st</sup>) Keith Rigby                      2<sup>nd</sup>) John Sears                      Unanimously Carried

- VI. ADVISORY COUNCIL REPORT:** The Advisory Council meetings of June 13, 2023 and September 12, 2023 were Canceled due to Lack of a Quorum (Information)

**VII. OLD BUSINESS: None**

**VIII. NEW BUSINESS:**

A. Agency on Aging’s Area Plan Update for Fiscal Year 2023-2024 was Approved by the California Department of Aging (Information)

B. Statewide Survey of Older Californians Conducted by POLCO (Information)

C. Introduction of new FMAAA Team Members – Senior Accountant and Administrative Manager (Information)

D. Update on CalGrows Innovation Grant Award (Information)

E. **Motion:** Implement Proposed Updates to Employee Handbook (Action)  
1<sup>st</sup>) Keith Rigby                      2<sup>nd</sup>) Robert Macaulay                      Unanimously Carried

F. **Motion:** Approve proposed FMAAA Salary Schedule, Effective January 1, 2024 (Action)  
1<sup>st</sup>) John Sears                      2<sup>nd</sup>) Keith Rigby                      Unanimously Carried

G. Update on Senior Farmers’ Market Program (Information)

H. FMAAA Foundation Meeting Tentatively Scheduled for October 24, 2023 (Information)

**IX. CORRESPONDENCE: None**

**X. FRESNO-MADERA AREA AGENCY ON AGING ADMINISTRATIVE ITEMS:**

A. Staff Reports (Information) None

**XI. ADJOURNMENT: Motion to Adjourn Meeting at 11:02am**

1<sup>st</sup>) John Sears

2<sup>nd</sup>) Robert Macaulay

Unanimously Carried

RESPECTFULLY SUBMITTED:

---

JAMIE SHARMA, EXECUTIVE DIRECTOR  
FRESNO-MADERA AREA AGENCY ON AGING

