

**APPROVED MINUTES SENIOR SERVICES ADVISORY BOARD**

**10:00 A.M.**

**September 7th, 2016**

**CITY OF DERBY**

**ROLL CALL**

GERALD BROWNLEE

JIM BURGESS

TOM DAVIDSON, SECRETARY - ABSENT

DUANE DAY, VICE CHAIRMAN

JANICE NEAGLE

DIANE SCHMITT, TREASURER

ELEANOR UNDERWOOD, CHAIRMAN

**CITY STAFF**

BREANNA MONK

KIM HART

**Public Forum**

**Agenda Item #1**

RE: TNT

Janice Neagle informed the Board on the TNT progress. To date there is no volunteer that is willing to head up the TNT fundraiser. There will be a TNT meeting on September 14<sup>th</sup> at 1:00 pm. Discussion was held. Jim Burgess suggested there be an article in the Prime Times newsletter stating: We are looking for a volunteer leadership for the TNT.

MOTION: Jim Burgess made a motion to suspend TNT until such time as we have an appropriate volunteer in place to operate the program. Janice Neagle seconded.

VOTE: 5 yea, motion carried.

**Agenda Item #2**

RE: Advisory Board Fund Report August 2016

Diane Schmitt gave the Advisory Board Fund Report for August 2016. The deposits totaled \$125 and expenditures were \$0 with an ending balance of \$12,241.47.

MOTION: Duane Day moved to approve and file the Advisory Board Fund Report for August 2016. Gerald Brownlee seconded.

VOTE: 5 yea, motion carried.

**Agenda Item #3**

RE: Approve August 3rd 2016 Advisory Board Meeting minutes

Approve August 17th 2016 Advisory Board Meeting minutes

MOTION: Jim Burgess made a motion to approve the minutes from the August 3<sup>rd</sup> and August 17<sup>th</sup> 2016 Derby Senior Center Advisory Board meetings. Diane Schmitt seconded.

VOTE: 5 yea, motion carried.

**Agenda Item #4**

RE: Approve August 2016 Derby Dash Scholarship Report

BreAnna Monk gave the report for the August Derby Dash Scholarship Report. There was \$224 used in scholarships leaving an ending balance \$283.

MOTION: Duane Day made a motion to approve the Derby Dash Scholarship Report for August and the Advisory Board donate \$500 to the scholarship fund. Gerald Brownlee seconded.

VOTE: 5 yea, motion carried.

**Agenda Item #5**

RE: Cover Dish

Duane Day picked up the chicken for the September Cover Dish Lunch and Janice Neagle will pick up the chicken in October. Jim Burgess suggested calling Krispies for future chicken purchases.

**Agenda Item #6**

RE: Golden Age Entertainment

BreAnna Monk stated the Board has been paying \$57 every quarter for the Golden Age satellite radio service that is not being used. BreAnna asked if this was something the Board wanted to continue. Discussion was held.

MOTION: Duane Day made a motion to cancel the Golden Age Entertainment. Janice Neagle seconded.

VOTE: 5 yea, motion carried.

**Agenda Item #7**

RE: Volunteer Coordinator Position

BreAnna Monk stated she is looking into a volunteer to work at the Senior Center as a Volunteer Coordinator. The job will involve many jobs as well as organizing the volunteers that work at the center. BreAnna asked the Board how they felt about this position and discussion was held.

MOTION: Duane Day made a motion to move forward filling the Volunteer Coordinator position. Diane Schmitt seconded.

VOTE: 5 yea, motion carried.

**Agenda Item #8**

RE: Fund Raising Letter

BreAnna Monk asked the Board for their input on sending fundraising letters to the members of the Derby Senior Center as well as local businesses. BreAnna said there would be a different letter sent to the members and businesses. Discussion was held. Jim Burgess said the previous letter that was sent had to be approved by the City of Derby legal department.

MOTION: Jim Burgess made a motion to send out a fundraising letter to the members and local businesses. Janice Neagle seconded.

VOTE: 5 yea, motion carried.

**Agenda Item #9**

RE: Center Enhancements

BreAnna Monk let the Board know there are several enhancements taking place at the Senior Center. BreAnna read the suggestions from the suggestion boxes and discussion was held. The suggestions will be listed in the Prime Times newsletter along with the responses and BreAnna is going to contact the members whose names were provided. BreAnna also let the Board know that there are 537 businesses in Derby and Jennifer Keller is contacting them and compiling a list of senior discounts offered for the new resource wall. Discussion was held and the Board was in favor of moving furniture around and adding other new enhancements in the senior center.

**ADJOURNMENT**

MOTION: Gerald Brownlee made a motion for adjournment. Duane Day seconded.

VOTE: 5 yea, motion carried.

Meeting adjourned at 10:20 a.m.

**Information:** The next Advisory Board meeting is Wednesday October 5, 2016 at 10:00 a.m.

\_\_\_\_\_  
Eleanor Underwood, Chairman  
Senior Services Advisory Board

\_\_\_\_\_  
Date