

APPROVED MINUTES SENIOR SERVICES ADVISORY BOARD

10:00 AM

November 2nd, 2016

CITY OF DERBY

ROLL CALL

GERALD BROWNLEE

JIM BURGESS

TOM DAVIDSON, SECRETARY

DUANE DAY, VICE CHAIRMAN

JANICE NEAGLE

DIANE SCHMITT, TREASURER

ELEANOR UNDERWOOD, CHAIRMAN

CITY STAFF

BREANNA MONK

KIM HART

Public Forum

Agenda Item #1

RE: Veterans Day Recognition Ceremony

BreAnna Monk let the Board know a Veterans Day Recognition Ceremony is going to be held at 10:00 AM on November 10th at the senior center. There are 6 Veterans already signed up to be recognized including 2 members of the City Council. Discussion was held. BreAnna said Kindred Hospice is sponsoring the event and she wants to be sure all of our Veterans are recognized.

RE: Mike and Barbara Bulger

The Derby Informer will be at the Derby Senior Center on Thursday November 3rd to interview Barbara Bulger and any other Veterans for an article regarding their military service.

RE: Memorial Funds

Jim Burgess asked BreAnna how the Memorial Funds were handled. BreAnna explained that they are managed in a separate city line fund. Records are kept on an Excel spread sheet in the office. Once the memorial funds have been donated the Administrator then contacts the family members to ask their wishes or ideas on what they would like to purchase with the memorial funds. Discussion was held and it was decided BreAnna will do a yearly summary in the Prime Times to let the members know the total of how much was received in memorial funds for the year. BreAnna said the money that is donated is recognized at the City Council meetings and this is public knowledge and all money received is deposited and reported to the city.

RE: Bingo

Eleanor Underwood stated she had heard from members they were unhappy with the new Bingo.

Eleanor said they wanted it to last at the minimum of one hour. They also were unhappy with the prizes. Duane Day said he had heard the same comments. BreAnna said she and the Activity Coordinator are looking at Bingo to see if it needs to go back to the old way it had been ran. Discussion was held.

Agenda Item #2

RE: Advisory Board Fund Report October 2016

Diane Schmitt gave the Advisory Board Fund Report for October 2016. The deposits totaled \$0 and expenditures were \$1,191.50 with an ending balance of \$10,260.95.

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

VOTE: 6 yea, motion carried

Agenda Item #3

RE: Approve October 5th, 2016 Advisory Board Meeting minutes

MOTION: Duane Day made a motion to approve the minutes from the October 5th, 2016 Derby Senior Center Advisory Board meeting. Diane Schmitt seconded.

VOTE: 6 yea, motion carried

Agenda Item #4

RE: Approve October 2016 Derby Dash Scholarship Report

BreAnna Monk gave the report for the October Derby Dash Scholarship Report. There was \$24 used in scholarships which leaves an ending balance of \$711.

MOTION: Tom Davidson made a motion to approve the Derby Dash Scholarship Report for October. Duane Day seconded.

VOTE: 6 yea, motion carried

Agenda Item #5

RE: Covered Dish

Eleanor Underwood will pick up the chicken for the November Covered Dish Lunch.

Agenda Item #6

RE: Volunteer Coordinator Update

BreAnna Monk stated the Volunteer Coordinators have been working to staff projects as well as staffing the front desk. BreAnna said they have a volunteer wall with ideas of what patrons can volunteer for and they have already lined up two volunteers for the Cornerstone Committee. BreAnna encourage the Board members to stop by and introduce themselves to the Volunteer Coordinators Barbara Bulger and Christine Goodman.

Agenda Item #7

RE: Fund Raising Letter

BreAnna Monk stated approximately 2,400 fundraising letters have been mailed. The letters that are being mailed to local businesses will be mailed the end of January. Discussion was held. BreAnna let the Board know the Cornerstone Committee will be assisting on the mailing of the business fund raising letters.

Agenda Item #8

RE: Center Enhancements

BreAnna let the Board know the Volunteer Coordinators have organized a Center Update Committee with members who are going to start by organizing the storage areas and assisting on updating the center as to what is best for the members. BreAnna let the Board know that all the information that was on front table are going to be put in the small Game Room once it is painted, on a display resource wall in alphabetical order. The hall resource wall is already up and just needs to be alphabetized. BreAnna said all flyers and personal information will go in the game room and the hall resource wall will hold business information.

Agenda Item #9

RE: Cornerstone Committee Update

BreAnna explained the Cornerstone Committee will be working on fund raising ways for the center. BreAnna stated there will be a fund raising letter mailed every other year and a large event on the opposite years. BreAnna said some of the ideas that will be worked on an “Ocean’s Eleven” – Casino Night. Jim Burgess stated some seniors would never come to a casino night. Discussion was held and BreAnna asked the Board for a variety ideas they could come up with for a fund raiser. Discussion was held.

Agenda Item #10

RE: Volunteer Reception

BreAnna let the Board know the list of everyone invited to the Volunteer Reception has been made. BreAnna said gifts have been purchased, certificates are being made and the invitations are ready to be mailed. BreAnna has been in touch with the Ks. Star Casino to ask for donations for door prizes. BreAnna state Lona Kelley with RSVP will do a 10 min presentation on what RSVP is all about. The Volunteer Coordinators will discuss volunteering at the center as well as the importance in volunteering. BreAnna will then speak about the center and her appreciation of the Volunteers. The food is provided by Fat Ernie's and it will be at the Venue on December 12th at noon. Discussion was held.

ADJOURNMENT

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

VOTE: 6 yea, motion carried.

Meeting adjourned at 10:55 a.m.

Information: The next Advisory Board meeting is Wednesday December 7th, 2016 at 10:00 a.m.

Eleanor Underwood, Chairman
Senior Services Advisory Board

Date