

**CLARENCE SENIOR CITIZENS, Inc.  
4600 THOMPSON ROAD  
CLARENCE, NY 14031**

**REGULAR BOARD MEETING  
Date: June 13, 2024**

**Meeting called to order in Room 7 at 9 am by Chair Lori Adams.**

**ROLL CALL**

PRESENT: Lori Adams, Jim Blum, Kathleen Bryant, Brendan Cullinan, Bob Hoag,  
Michael Ramaccia, Jay Steinbrenner, Thomas Ternquist, Wayne West.

EXCUSED: Paul Schulz, Carol Gettings (present on phone)

Executive Director: Heather Kraemer

Town Board Liaison: Daniel Michnik (not attending)

**PLEDGE OF ALLEGIANCE/MISSION STATEMENT** - Jay Steinbrenner.

**SECRETARY'S REPORT-** Jim Blum

Minutes - May 9, 2024 Regular Board meeting minutes distributed. No corrections known.  
Motion to accept draft minutes of May 9, 2024 made by Jim Blum. Second by Thomas  
Ternquist. Voting to approve draft May 9 minutes aye (5) Blum, Cullinan, Hoag, Ramaccia,  
Ternquist.

Voting nay (0).

Voting abstain (3) Bryant, Steinbrenner, West.

Motion carried.

Special Rules of Order - Adopted by the Board over ten years ago. Recommend establishing as  
a policy for better control. Reviewed content of Minutes Procedure and Minutes Content. Minor  
revisions recommended to adjust to current procedure.

Motion by Jim Blum to establish Board Meeting Rules of Order Policy. Second by Wayne West.

Voting to approve Board Meeting Rules of Order Policy Aye (8) Blum, Bryant, Cullinan, Hoag,  
Ramaccia, Steinbrenner, Ternquist, West.

Voting nay (0). Voting abstain (0).

Motion carried unanimously.

**TREASURER'S REPORT - Bob Hoag**

Financials - Reviewed selected line items from the as of April 30, 2024 Balance Sheet. We are running very close on many items. We are getting good return on the investments with Vanguard. We still need to watch what we spend on operations where we are very tight.

**BOARD CHAIR REPORT - Lori Adams**

Minutes - Reminder that they must be turned in within two weeks

July Board Meeting - Motion by Lori Adams to not meet in a regular Board meeting in July. We will have an Executive Committee meeting on the normal Board meeting date. Second by Tom Ternquist. Voting on no July Board meeting Aye (8) Blum, Bryant, Cullinan, Hoag, Ramaccia, Steinbrenner, Ternquist, West.

Voting nay (0). Voting abstain (0).  
Motion carried unanimously.

**EXECUTIVE DIRECTOR'S REPORT - Heather Kraemer**

COF June 2024

**As of 05/31/2024** - Paid members 832; Total bus mileage 43,382

**Month of May** - New Members 22; Total Attendance 1,496; Activities 1,414;  
Special Events 668; Off-Site Events 137; Meals Served 1036; Meals (frozen) 582;  
Shuttle Riders 100; Shuttle Miles 1,373.

**Comments** - Reviewed May highlights. Two new employees were hired in May to help with medical leaves. The Annual Health Fair co-hosted with Akron/Newstead had more vendors and higher food costs. Erie County vendors do not pay. Profit to us was \$1,100. We will be participating in the Summerfest with the Youth Bureau. Our Basket Raffle will be coming up and we can use help. The Board usually gives donations for a basket which we will do at next meeting. We've been offered an Erie County Service contract (free) for help finding and recognizing volunteers which we are reviewing.

Parks plans to paint in the Center building when their work load falls off later in the year. This will cause shutdown of activities. They have also asked for a list of window issues that they might work on.

**May Highlights** - In addition to our regularly scheduled programs.

- 05/02 Taco Bar and Strawberry Social
- 05/03 Friday Afternoon Movie
- 05/06 Paula's Donuts
- 05/06 University Express
- 05/06 Independent Health
- 05/06 Book Club
- 05/07 University Express
- 05/07 Empower - NYS Energy Efficiency
- 05/07 Dinner and a Movie

## CSCI Board June 13, 2024 - Board Approved 08082024

05/08 Mother's Day Lunch  
05/09 Music and Pastries  
05/10 Friday Afternoon Movie  
05/13 Casino Trip  
05/13 Ballroom Buzzards Music Event  
05/14 Waffle Breakfast  
05/14 University Express  
05/14 Dinner and a Movie  
05/16 University Express  
05/17 Picnic in the Park  
05/20 University Express  
05/21 University Express  
05/21 Dinner and a Movie  
05/21 Temptations Tribute Show - Turning Stone Casino  
05/22 Annual Health Fair in Town Park Clubhouse (37 vendors)  
05/23 University Express  
05/23 United Health Care  
05/23 Candy Bingo  
05/23 Diners at the Fieldstone  
05/24 Memorial Day Lunch  
05/24 Fall Prevention  
05/24 Friday Afternoon Movie  
05/28 University Express  
05/28 Dinner and a Movie  
05/29 Grand Lady Buffalo River Cruise Lunch followed by Hawk Creek Wildlife Center visit  
05/30 University Express  
05/30 Wellness for All Seniors  
05/30 Country Line Dance and Dinner  
05/31 University Express

### Future Events

06/09 Diners at Bobby J's for The Melville Boys dinner theater  
06/13 Ontario, Canada - The Walters Theatre and lunch at Quehl's - Yesterday Once More music tribute (ABBA, The Mama's and the Papa's, The Carpenters, The Fifth Dimension)  
06/24 Batavia Downs Casino Trip

07/09 Christmas in July Seneca Casino Trip and bingo giveaway  
07/20 Summerfest - Town of Clarence and Youth Bureau event

08/17 Annual Basket Raffle

**10/23 Housing Fair @ Clarence Town Park Clubhouse - With Akron/Newstead.**

**EXECUTIVE & PEC** - Lori Adams

COF Exec 06/06/2024 & PEC 06/06/2024

Executive Committee - Met to set agenda for this Board meeting.

Performance Evaluation Committee (PEC) - Met to review performance with Executive Director.  
We meet quarterly to review status on goals.

**CSCI Board June 13, 2024 - Board Approved 08082024**

**FINANCE** - Brendan Cullinan

COF 03/28/2024, 05/23/2024

Finances - Doing much better than last year. Very positive with good cash flow.

Investments - Strategy is doing extremely well. Watching action of Federal Reserve for impact on fixed income investments.

**MEMBERSHIP & PROGRAMS** - Thomas Ternquist

COF 05/06/2024

Committee had pretty good meeting. Committee Chair visited the Akron/Newstead Senior Center to see what they offer.

**NOMINATING** - Carol Gettings

No report. No new candidates.

**PERSONNEL** - Jay Steinbrenner

COF 05/24/2024

Meeting covered primarily medical matters and hiring.

**LEGISLATION & BYLAWS** - Jim Blum

COF 05/09/2024

Proposal for a Bylaws amendment to change the schedule requirements of the Annual Membership Meeting was approved for posting. Amendment primarily provides to set the date later in the year (during the second quarter) and to allow use of Email as well as regular mail for the announcement of the date and time.

Motion to approve the Bylaws amendment proposal as posted and put it in the Bylaws made by Jim Blum. Second by Thomas Ternquist.

Voting to approve the Bylaws amendment as proposed aye (8) Blum, Bryant, Cullinan, Hoag, Ramaccia, Steinbrenner, Ternquist, West.

Voting nay (0). Voting abstain (0).

Motion carried unanimously.

**PLANNING** - Jim Blum

COF 05/23/2024

We began meeting for the year. Reviewing past requests, the security cameras were listed for years and have been recently done.

The Board should be thinking about two issues: 1) Meals on Wheels and the county bus using space that was designed for us and 2) how we would fit in the proposed Recreation Center plan.

Next committee meeting to include review of prior consensus and more consideration of move Rural Transit and Meals on Wheels to allow for senior programs expansion in the existing building space.

## **CSCI Board June 13, 2024 - Board Approved 08082024**

I don't believe that the seniors would like to be a small part of a Recreation Center. I believe that a separate space for seniors is what they would like.

After review of last year Capital Plan Proposal and discussion, consensus agreement was reached on tentative listing of items for the current proposal.

Three items proposed to be added are:

- 1) Senior exercise and workout equipment
- 2) Entrance hand rail(s) for balance support
- 3) Widen south driveway to provide for Meals on Wheels with bypass drive width

### **OLD (unfinished) BUSINESS -**

Building Security - Surveillance System Cameras for security are up and running. Project is complete.

Internet Web Site - The new web site is built and will launch after return of the Office Administrator.

Newsletter - We accepted a contract with LPI (Liturgical Publications, Inc) to prepare our monthly newsletter. They will begin in September.

Stove - High priority due to operating problems. Converting to electronic ignition might help. The Town purchased the current gas stove on State Bid procedure.

### **NEW BUSINESS -**

None.

**TOWN BOARD LIAISON** - Daniel Michnik (not attending)

Speed Control - Considering some type of speed control for the Center parking lot. Temporary speed bumps being considered but have issues.

### **PUBLIC COMMENTS** (received in writing)

Public Comments - No Public Comments were submitted at the May Board meeting.

No Public Comments were submitted at this meeting.

Comment by Secretary - No training session today.

**EXECUTIVE SESSION -**

Motion to go into Executive Session under NYS Public Officers Law, Article 7, Section 105 (1f) of the Open Meetings Law to discuss the work history of at least three specific individuals made by Jim Blum. Second by Thomas Ternquist.  
Voting aye (8) Blum, Bryant, Cullinan, Hoag, Ramaccia, Steinbrenner, Ternquist, West.  
Voting nay (0). Voting abstain (0).  
Motion carried unanimously.

Motion by Bob Hoag that if we do not receive a response by June 24 (from the former employee) to direct your pension fund contribution, we will return your retirement fund contribution as a payment." Second by Jay Steinbrenner.  
Voting to approve the statement aye (8) Blum, Bryant, Cullinan, Hoag, Ramaccia, Steinbrenner, Ternquist, West.  
Voting nay (0). Voting abstain (0).  
Motion carried unanimously.

Motion to go out of Executive Session made by Jim Blum. Second by Thomas Ternquist.  
Voting Aye (8) Blum, Bryant, Cullinan, Hoag, Ramaccia, Steinbrenner, Ternquist, West.  
Voting nay (0). Voting abstain (0).  
Motion carried unanimously.

**ADJOURNMENT**-There being no other business, Chair adjourned the meeting at 10:33 am.

**TRAINING SESSION** - None.

**TOWN HAPPENINGS** - Daniel Michnik (not attending)

**NEXT REGULAR MEETING** - Thursday, August 8, 2024

Jim Blum, Secretary