

**CSCI Board August 12, 2021 - Board Approved 09092021**

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

**REGULAR BOARD MEETING**

**Date: August 12, 2021**

**Meeting called to order at 9:00 am by Chair Violet Oldenski.**

**ROLL CALL**

PRESENT: Corine Artis, Jim Blum, Jeff Buckley, Carol Gettings, Dave Meacham,  
Violet Oldenski, Rosemond Ruhland, Paul Schulz, Wayne West.

EXCUSED: Lori Adams

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger (in 9:13 am)

**PLEDGE OF ALLEGIANCE/MISSION STATEMENT - Paul Schulz**

**INTRODUCTION OF NEW BOARD MEMBER - Corine Artis**

**SECRETARY'S REPORT- Jim Blum**

June 10, 2021 Regular Board meeting minutes draft distributed.

Motion to approve draft minutes of June 10, 2021 made by Jim Blum.

Second by Dave Meacham.

Voting to approve draft June 10 minutes aye (7) Blum, Buckley, Gettings, Meacham, Ruhland,  
Schulz, West. Voting nay (0). Voting abstain (1) Artis.

Motion carried.

**TREASURER'S REPORT - Wayne West**

August Treasurer's Report - Received and referred for audit.

Operating Budget - Possible deficit due to staff salaries. Important to keep salaries competitive.

Financial Reports - Recommendation for report content to be provided to the Board and the  
Finance Committee was reviewed. Accepted by consensus. All pages will be provided at the  
year end.

Investment Policy - Finance Committee working on rough draft of a proposed Investment Policy.

Proposed 2022 Operating Budget - will be covered during Finance Committee report.

**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 financial history of specific staff individuals made by Violet Oldenski. Second by Paul Schulz.

Voting aye (8) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, Schulz, West.

Voting nay (0).

Motion carried unanimously.

Motion to go out of Executive Session made by Violet Oldenski. Second by Rosemond Ruhland.

Voting aye (8) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, Schulz, West.

Voting nay (0).

Motion carried unanimously.

**BOARD CHAIR REPORT - Violet Oldenski**

None.

**EXECUTIVE DIRECTOR'S REPORT - Debb Sabbatis.**

COF 08/12/2021

**As of 07/31/2021** - Paid members 690; Total bus mileage 6332

**Month of July** - New members 12; Total Attendance 995; Activities 790; Special Events 158; Off-Site Events 206; Meals 566; Meals (frozen) 187; Dinners 38; Bus riders 53; Bus miles 995

**Comments** - Comment on why we do what we do, why I do what I do, and what goes on behind. Not covered in newsletter or other communications. Example given of member developing possible cognitive and physical issues. Calls office multiple times and also asks questions in office multiple times. Eats when someone sits with. Needs socialization.

An email system is being developed to deliver announcements, messages, and newsletter to members. Consensus to include Board members in email communications.

**June Highlights:** Movie Matinees; Diners Club; Book Group; Birthday in a Bag; Greeting Card Workshop; Brainstormers Presentation; Picnic in the Park; Bob Poczik Presentation; University Express; Wegman's Blood Pressure Check.

**July Highlights:** Movie Matinees; Diners Club; Bob Poczik Presentation; Birthday in a Bag; Batavia Casino trip; Bunco; Dinners at the Center; Greeting Card Workshop; Balance Presentation; Buffalo Old and New Trip; Various Medicare Programs; University Express.

**Upcoming Programs and Events:** Travel Group is increasing activities. Trips to Auburn Merry go Round Playhouse (36 signed up); Seneca Lake Octoberfest (Sept); Letchworth Fall Foliage Excursion with meal at Glen Iris Inn (Oct); Sherwood Inn at Skaneateles; etc. Most trips include a luncheon.

We're on an upswing. A lot of people who decided to stay home are returning. Staying home is not good for most people.

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**Office Computers** - New computers are installed and everything is working fine. Struggling with disposition of old computers.

**Copier** - Copier is in, dependable, and working out fine. Need some additional connections like FAX.

### **Fundraising** -

- **Annual Basket Raffle & Chicken BBQ** - Not likely before end of the year.
- **Holiday Cash Raffle** - Sending tickets with newsletter. Hope we don't have shutdown affect like last time. Tickets out in October with drawing in November.

Membership - Encouraged by 30% increase in membership from April to July.

**Masks** - Probably have to go back to masks. Some senior centers still mandate masks for everyone. Others allow vaccinated without masks. Some allow only those who have been vaccinated. Science is not clear. Asking for vaccination record is time consuming.

Motion to authorize the Executive Director to decide on mask requirement made by Paul Schulz. Second by Carol Gettings.

Voting aye (8) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, Schulz, West.

Voting nay (0).

Motion carried unanimously.

**Capacity Limits** - Room limits are not expected to return.

Participation - Numbers are increasing. Members are starting to come back. Things are starting to normalize. We are offering a lot more programs and activities.

Dinners - County frozen dinner program may continue forever. Many attend lunch at the Center and take frozen dinner for later. We may expand evening programs with dinners. Other scheduling of staff would be required.

Tri Fold Brochure - New version expected to be given to new members. We would also make available (possibly including membership application) at Town Hall & Library, churches, senior living places, etc.

Marketing Plan - Working on a direct mail piece.

## **COMMITTEE REPORTS**

**EXECUTIVE & PEC** - Violet Oldenski

Both COF 7/1/2021, 8/5/2021

Executive Committee - Met to set agenda for Board meeting.

Performance Evaluation Committee (PEC) - Met for review with Executive Director.

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**FINANCE** - Wayne West

COF 8/5/2021

Financials - April, May, June accepted.

Operating Budget - Proposed 2022 Operating Budget was reviewed. Important that budget provides for competitive salaries even though that causes a deficit budget.

Motion by the Committee to approve the Proposed 2022 Operating Budget dated 8/12/2021 for submission to the Town of Clarence.

Voting on the Proposed Operating Budget aye (8) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, Schulz, West.

Voting nay (0).

Motion carried unanimously.

Vanguard Investments - Doing well.

Investment Policy - Finance Committee plans to consider the Financial Investment Policy and offer something at the November Board meeting to go in effect for the new year.

The plan is that there will be a safety/emergency fund included. Comment that some public bodies set aside a percent as safety or fund balance.

**MEMBERSHIP & PROGRAMS** - Rosemond Ruhland

No report.

**NOMINATING** - Lori Adams

No report.

**PERSONNEL** - Carol Gettings

No report.

**LEGISLATION & BYLAWS** - Jim Blum

Proposal for amendments to Bylaws and revisions to the Membership Policy to allow non Clarence resident members was distributed in the Board packet. Committee Chair reviewed the proposal content.

Consensus to add "in accordance with the Clarence Senior Citizens Center Code of Conduct" to the Membership Policy and include the proposed revised Membership Policy with the Bylaws posting.

Approval of the revised Membership Policy would be after the approval of the proposed Bylaw amendments.

Non residents members would generally be friends of members or maybe someone who stopped by to attend a program. We do not expect a significant number of non resident members.

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Motion from the Bylaws Committee to approve the proposed Bylaw amendments for posting. Voting to approve the posting aye (8) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, Schulz, West.

Voting nay (0).

Motion carried unanimously.

**PLANNING - Jim Blum**

**Five Year Capital Budget Plan** - Proposed plan reviewed by the Committee Chair.

The plan is a wish list of items we would like the Town of Clarence to do. We will need to coordinate this request with items we consider using our investment funds.

Motion by the Committee to approve the proposed Five Year Capital Budget Plan dated 7/22/2021.

Voting to approve the Five Year Capital Budget Plan aye (8) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, Schulz, West.

Voting nay (0).

Motion carried unanimously.

**OLD (unfinished) BUSINESS -**

None.

**NEW BUSINESS -**

None.

**TOWN BOARD LIAISON - Bob Geiger**

- 1) Center Picnic - Went well in new Town pavilion, cooking equipment is available there.
- 2) Taste of Clarence - Very good. Some loss of vendors due to no help and no supplies.
- 3) Tent by Buffalo Store - at Eastern Hills by old Sears building
- 4) Dollar Store - Proposed next to dentist.
- 5) Tractor Supply - Proposal in process on Main
- 6) Credit Union - New building. Across from that will be new two story building (apartments on top over stores)
- 7) Bliss Town Homes - Proposed next to Zoe restaurant
- 8) Bevilaqua - Proposes 145 apartments north of Miles Road on Transit Road
- 9) Farmers Market - Very busy. Issue with bowling alley remains.

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**PUBLIC COMMENTS** (received in writing)

Chair Comment - Public Comments from June were reviewed. No action was recommended.

.Public Comments - One public comment was received today.

**ADJOURNMENT** - There being no other business, Chair adjourned the meeting at 10:43 am.

**TRAINING SESSION** - None.

**TOWN HAPPENINGS** - Bob Geiger - Available after meeting.

**NEXT REGULAR MEETING** - September 9, 2021

Jim Blum, Secretary