

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

**REGULAR BOARD MEETING
Date: January 13, 2022**

Meeting called to order at 9:00 am by Chair Lori Adams.

ROLL CALL

PRESENT: Lori Adams, Corine Artis, Jim Blum, Jeff Buckley, Carol Gettings,
Violet Oldenski, Rosemond Ruhland, Wayne West .

EXCUSED: Paul Schulz

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger

PLEDGE OF ALLEGIANCE/MISSION STATEMENT - Jeff Buckley

**INSTALLATION OF OFFICERS - CSCI 2022 Officers were installed by Town of Clarence
Supervisor, Patrick Casilio.**

SECRETARY'S REPORT- Jim Blum

December 9, 2021 Regular Board meeting minutes draft distributed.

Motion to approve draft minutes of December 9, 2021 made by Jim Blum.

Second by Jeff Buckley.

Voting to approve draft December 9 minutes aye (6) Artis, Blum, Buckley, Oldenski, Ruhland,
West.

Voting nay (0). Voting abstain (1) Gettings
Motion carried.

TREASURER'S REPORT - Wayne West

Vanguard - Forms for update the access are being mailed to us.

Motion to establish authorized Vanguard signatories.

Motion by Jeffrey Buckley. Second by Rosemond Ruhland. That the Board approve the
following officers to be signatories on the Corporation Vanguard accounts.

Treasurer, Wayne M. West

Assistant Treasurer, Violet R. Oldenski

Chair, Lori A. Adams

Voting aye (7) Artis, Blum, Buckley, Gettings, Oldenski, Ruhland, West.

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

Motion carried Unanimously.

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Comment that we plan to arrange that specific corporate officers would be the authorized signatories and that we may be able to update and submit a Corporate Resolution after each election to satisfy Vanguard requirements. Access for making transactions on the Vanguard account is tightly controlled.

Current Vanguard report was submitted to the Board for review and file.

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

Comment that Operations checking is zero after being combined with the other checking account.

Investment Policy - Expect to present next month.

BOARD CHAIR REPORT - Lori Adams

Town Stipend Agreement - Chair will stop at Town Hall and sign to release first 2022 payment.

Ethics Disclosure Forms - Board members will receive from and return to the Town. Committee Chairs will receive forms for non Board committee members who must sign the form which is maintained at the Senior Center.

Standing Committee Board Appointments - Board members per sheet dated 1/13/2022.

Note that Corine Artis has been reappointed by the Clarence Town Board.

Finance - Wayne West (Chair), Violet Oldenski, Jeff Buckley

Membership & Programs - Rosemond Ruhland (Chair), Violet Oldenski, Corine Artis

Personnel - Carol Gettings (Chair), Jim Blum, Corine Artis

Legislation & Bylaws - Jim Blum (Chair), Paul Schulz, Carol Gettings

Planning - Jim Blum (Chair), Rosemond Ruhland, Jeff Buckley

Voting to approve the Board member appointments to 2022 standing committees aye (7) Artis, Blum, Buckley, Gettings, Oldenski, Ruhland, West.

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

Motion carried Unanimously.

{Note that the Nominating Committee per Bylaws Article IV, 13. d) vi & v must be named by the Executive Committee for Board approval and the 2021 Committee will serve until a 2022 Committee is approved. The elected Board Chair cannot serve on the 2022 Committee.}

Standing Committee Non Board Appointments -

Finance - Ray McLaughlin, Bob Hoag, Jack Meldrum, Duane Sundell

Membership & Programs - Carolyn Giovino, Tom Scott, Hilde Smith, Sandra Kindt

Voting to approve the non Board member appointments to 2022 standing committees aye (7) Artis, Blum, Buckley, Gettings, Oldenski, Ruhland, West.

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

Motion carried Unanimously.

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EXECUTIVE DIRECTOR'S REPORT - Debb Sabbatis.

COF 1/13/2022

As of 12/31/2021 - Paid members 843; Total bus mileage 12,056

Month of December - New members 6; Total Attendance 1051; Activities 789;
Special Events 219; Off-Site Events 178; Lunch Meals 552; Meals (frozen) 263;
Dinners served 109; shuttle riders 90; shuttle miles 1,401

Comments - Reviewed selected numbers.

December Highlights:

Best of Christmas trip 12/01; Book Club, Holiday Tea Party 12/07; Twelve Days of Christmas (daily luncheons) from 12/08 to 12/23 - prizes for lunch participants at each lunch, Brainstormers 12/08, Holiday Craft 12/09, Dinner and a movie 12/14, Safe Driver Academy 12/15 (stand up comedian), BPO Holiday Pops Concert 12/16; Holiday Luncheon with Ladies First Quartet 12/16, Diners @ Boston Hotel 12/16, Dinner and a movie 12/28, New Years Gala Luncheon at Salvatore's 12/29 (cost \$35 but a \$50 value) with Nightones entertainment (almost 100 attended), New Years Luncheon 12/30.

Upcoming Programs and Events:

Dinner and a Movie 01/04/2022, Travel Committee Meeting 01/10, Preparing for Retirement 01/11, Dinner and a Movie 01/11, Alzheimer's Program 01/13, MIK closed 01/17, UBMD Medical Program 01/14 & 01/25, Membership Town Hall Meeting 01/19, Winter Emergency Prep by Dave Bissonette 01/25, Emergency Shelter training 01/25, Indoor Picnic 01/26, Diners @ Buffalo Brew Pub 01/27.

Plus return of Birthday Lunch
and new program Chair Cardi/Yoga

Pay Pal - Executive Director requests Board approval to link Pay Pal to the checking account because some sources of payments only operate using Pay Pal (example Salvatore's). Comment that it is wise to wait for the clearing period (2-3 days) before accessing the funds to avoid a charge.

Motion by Lori Adams and second by Violet Oldenski to approve linking Pay Pal to the checking account so we can receive funds directly.

Voting to approve linking Pay Pal to the checking account aye (7) Artis, Blum, Buckley, Gettings, Oldenski, Ruhland, West.

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

Motion carried Unanimously.

Donation - We received a donation of \$2,000 from the Kirschner Family Fund. Carol and Norm Kirchner were Center members and Norm was a CSCI Board member. There are no stipulations on use of the funds.

Food Containers/Environment - NYS Department of Environmental Conservation has imposed a no styrofoam food or beverage containers rule beginning January 1, 2022. We have filed for a hardship exemption which has not been determined at this time. We are continuing to use styrofoam pending State approval. Erie County is still using styrofoam. We are exploring sources of alternative materials.

Marketing Plan - We are holding on Val Pak for now while we look for other options.

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Digital Bingo - We will be having digital bingo which will show all numbers and status on the TV screen. Computer program pulls the numbers.

Bookkeeper - Replacement search is continuing. Bookkeeper plans to leave at end of January. Comment that experienced people can learn quick books in a short time.

Library Staff - We have no permanent volunteers. There is some help.

Member Computers - Only one usable computer for members in the library. We need one monitor to increase to two computers. We would like four computers for member use.

Wall Phone - Old phone that was used by members. Can't find who owns it to resolve disposition.

COVID19

Test Kits - We had a small number from the Town. Clarence only got about 800 tests for a town with over 30,000 people. Town trying to get them to Town employees and to first responders.

Comment that some tests effectiveness expired very soon.

There are also locally produced masks available for buy at a drive through.

Masks should be FDA approved to get insurance reimbursement.

Masks - We have a few N95 masks. Mask requirement continues by Erie County mandate.

Vaccines - No further availability scheduled.

Covid19 Cases - At least one known positive test.

Capacity Limits - No current limits on capacity.

Contact Tracing - None being done currently.

COMMITTEE REPORTS

EXECUTIVE & PEC - Lori Adams

COF 01/06/2022

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

Performance Evaluation Committee (PEC) - Met by Zoom to discuss annual performance review.

Comment that Zoom meeting went well and we expect to continue these meetings on Zoom.

FINANCE - Wayne West

Meeting scheduled for January 20, 2022.

Financial Statements - None reviewed.

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Investment Policy - Nearing completion. Hope to have available for Board review soon.

Year End Reports - Audit and year end reports will be under review.

NOTE from last month - Operating Budget - Payroll adjustments for 2022 will cause more deficit. Changes in the Budget will be proposed to the Board.

MEMBERSHIP & PROGRAMS - Rosemond Ruhland

No report. Next meeting February 4, 2022.

NOMINATING - Carol Gettings

No report.

PERSONNEL - Carol Gettings

No report.

LEGISLATION & BYLAWS - Jim Blum

No report.

PLANNING - Jim Blum

No report.

OLD (unfinished) BUSINESS -

Investment Policy - In review by Finance Committee.

Board Candidates - Comment that we need candidates for replacements. Each Board member should be looking for them. We need people who have something to offer. Comment that we passed a motion in November 2015 approving a "New member experience form" that would be optional and be stapled to the membership application form. Apparently use of the form may not have started.

NEW BUSINESS -

Chamber of Commerce Dinner - Congratulations to Bob Geiger for receiving Citizen of the Year honor. Current Covid situation has made holding this event questionable. We would probably reserve one or two tables for Board and Staff to attend. We are also working with the Chamber to reach out for Board candidates.

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Social Media - We are working on use of social media to promote the Center.

Contributions - Suggestion that we prepare a pamphlet encouraging "Legacy contributions" to the Senior Center. An example pamphlet was presented to the Board that would encourage estate plans and wills to include a legacy contribution to the Senior Center.

EXECUTIVE SESSION

None.

TOWN BOARD LIAISON - Bob Geiger

- 1) Town Stipend - Board Chair needs to sign papers at the Town to release the 2022 stipend.
- 2) State of the Town - Event cancelled due to Covid impacts.
- 3) Future Town Board Meetings - May be Zoom
- 4) Bob Geiger will be away in February
- 5) Winterfest - Youth event plans to proceed January 22, primarily outdoors.
- 6) Fire Company Installations - Several events cancelled due to Covid.
- 7) Medical Supplies - Test kits are in very short supply.

PUBLIC COMMENTS (received in writing)

Chair Comment - There were no Public Comments from December.

Public Comments - No Public Comments were submitted at this meeting.

ADJOURNMENT - There being no other business, Chair adjourned the meeting at 10:13 am.

TRAINING SESSION - Board Meetings Operation

TOWN HAPPENINGS - Bob Geiger - Covered earlier.

NEXT REGULAR MEETING - Tuesday, February 10, 2022

Jim Blum, Secretary