

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

REGULAR BOARD MEETING

Date: February 10, 2022

Meeting called to order at 9:05 am by Vice Chair Carol Gettings.

ROLL CALL

PRESENT: Corine Artis (in 9:45am), Jeff Buckley, Carol Gettings, Violet Oldenski,
Paul Schulz, Wayne West .

EXCUSED: Lori Adams, Jim Blum, Rosemond Ruhland

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger (not attending, away)

PLEDGE OF ALLEGIANCE/MISSION STATEMENT - Carol Gettings

SECRETARY'S REPORT- Jim Blum (Carol Gettings)

January 13, 2022 Regular Board meeting minutes draft distributed.

Motion to accept draft minutes of January 13, 2022 made by Jeff Buckley.

Second by Violet Oldenski.

Voting to approve draft January 13 minutes aye (3) Buckley, Oldenski, West.

Voting nay (0). Voting abstain (1) Schulz

Motion carried.

TREASURER'S REPORT - Wayne West

Vanguard Investment Funds - Report distributed to the Board.

Treasurer's Balances Report - Received and referred for audit. Considering only showing the last three columns on the right. Consensus that report should include all balances.

Financial Reports - November and December 2021 reports approved and presented to the Board. Lengthy discussion on content and as of dates on Balances Report compared to as of dates on Financial reports.

BOARD CHAIR REPORT - Lori Adams (Carol Gettings)

Retirement Fund - Check for annual contribution to retirement funds will be sent.

Daniel retirement fund will be sent to family

CSCI Board February 10, 2022 - Board Approved 03102022

Ethics Disclosure Forms - Board members should return ethics form to the Town as soon as possible.

Nominating Committee - Executive Committee passed motion to name members of the Nominating Committee for Board approval.
Chair Carol Gettings, members Violet Oldenski, Rosemond Ruhland, and Wayne West.
Board voting to approve Nominating committee as named aye (4) Buckley, Oldenski, Schulz, West.
Voting nay (0). Voting abstain (0).
Motion carried.

Chamber of Commerce - Awards Night - Table for CSCI has room for one more attendee.
Thanks to real estate firm where Lori Adams works for sponsoring a table for our use.

Returning Board Member - Motion by Jeff Buckley. Second by Violet Oldenski to recommend to the Town Board that former CSCI Board member Bob Hoag be appointed to the CSCI Board.
Voting aye (4) Buckley, Oldenski, Schulz, West.
Voting nay (0). Voting abstain (0).
Motion carried.

Performance Evaluation Committee - Plan to meet quarterly. Next meeting will be in April.

Annual Meeting - To be held Thursday, March 17 at 10 am. Board Chair will lead and handle all presentation for the Board. Board members should come if able.

EXECUTIVE DIRECTOR'S REPORT - Debb Sabbatis.

COF 2/10/2022

As of 01/31/2022 - Paid members 613; Total bus mileage 13,056

Month of January - New members 15; Total Attendance 911; Activities 768;
Special Events 174; Off-Site Events 21; Lunch Meals 437; Meals (frozen) 242;
Dinners served 100; shuttle riders 69; shuttle miles 1,001

Comments - Reviewed selected numbers. Membership numbers dropped the non renewals.
Staff has been calling all non renewals. Telling people about free test kits and free masks attracted some to come in. Non resident dues for Associate members was discussed.
Associate members still pay same dues as regular members.

January Highlights:

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.

Upcoming Programs and Events:

Breakfast at the Center 02/10 (new program), Valentine's Luncheon with John Renna 02/14, Safe Driver Academy 02/16, Center Closed 02/21, 50's Dance 02/22,

CSCI Board February 10, 2022 - Board Approved 03102022

I Love Lucy Tour trip to Jamestown 04/06, Casino Trip to Batavia Downs 04/11

Health Fair in Clarence Town Park Clubhouse Wednesday, May 25 from 10 am to 1 pm

Basket Raffle or other fundraiser - TBA

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. As everyone runs out of styrofoam new materials will be used.

Visual Bingo - Calls and numbers appear up on the TV.

Bookkeeper - Carolyn Giovino has been hired and started last week. She had a couple days training with the former bookkeeper.

Member Meetings - Had a meeting in January. Plan to continue member meetings quarterly beginning in April.

COVID19 Test Kits - We have some available

Library Computers - We are back up to two computers for member use. It took almost 12 hours to get the second computer in operation. If use increases we would add two more computers for member use.

Grants - Looking at possibilities like AARP and other foundations. Considering the possibility of setting up a media room where virtual classes and other things could be done. We will be using consultant help to develop a possible media room plan. Some grants must be used in a limited time while others may offer continuing help.

COMMITTEE REPORTS

EXECUTIVE & PEC - Lori Adams (Carol Gettings) COF 02/03/2022

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

Performance Evaluation Committee (PEC) - Did not meet.

FINANCE - Wayne West COF 01/20/2022

Vanguard Investments - Former Board member Mary Anne Kermis offered information on how to complete Vanguard requirements related to changes in authority for access to accounts. Their security is very tight. Document samples are available for reference. Number of signatures required to take action could be one or more. More than one signature causes more complexity and possible delays. We are operating with one authorized signature. There could be a requirement of two signatures for withdrawal checks. Comment that we should try to establish specific elected positions as authorized so we could just notify Vanguard of new elections. Vanguard will not accept this concept, they require specific people named. Consensus that we don't need any persons with limited authorization on our accounts.

CSCI Board February 10, 2022 - Board Approved 03102022

Investment Policy - Statement distributed for Board approval was reviewed. The statement sets some goals and controls over the investments. A significant policy is \$150,000 as a reserve fund to cover up to 180 consecutive days of operation.

Motion that the proposed Investment Policy Statement be approved offered by the Finance Committee.

Following discussion, motion that the proposed policy be approved with wording added "nothing in this policy shall be deemed to impair the authority of the CSCI Board to act with respect to the matters set forth above" made by Vice Chair Gettings. Second by Paul Schulz.

Voting to approve the Investment Policy Statement proposal with the added wording

aye (5) Artis, Buckley, Oldenski, Schulz, West.

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

Motion carried unanimously.

Note that this does not contradict the existing Investment Policy and both can be in the Policy Manual.

MEMBERSHIP & PROGRAMS - Rosemond Ruhland

No report.

NOMINATING - Carol Gettings

No report.

PERSONNEL - Carol Gettings

No report.

LEGISLATION & BYLAWS - Jim Blum

No report.

PLANNING - Jim Blum

No report.

OLD (unfinished) BUSINESS -

Legacy 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. ED has the information and we will hold off for next meeting.

NEW BUSINESS -

None.

EXECUTIVE SESSION

None.

TOWN BOARD LIAISON - Bob Geiger (added by Secretary per Bob Geiger telecon)

- 1) Bob Geiger is away in February
- 2) State of the Town - Appeared as interview with Supervisor in Clarence Bee.
- 3) Future Town Board Meetings - Hybrid with in person and Zoom
- 4) **Town has put Senior Center HVAC replacement out for bid (due 3/3).**

PUBLIC COMMENTS (received in writing)

Chair Comment - There were no Public Comments from January.

Public Comments - One Public Comment was submitted at this meeting.

ADJOURNMENT - There being no other business, Vice Chair adjourned the meeting at 10:25 am.

TRAINING SESSION - None.

TOWN HAPPENINGS - Bob Geiger - Not attending.

NEXT REGULAR MEETING - Tuesday, March 10, 2022

Jim Blum, Secretary

Minutes prepared from Board packet contents, Oldenski meeting notes, and meeting recording.