

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

**REGULAR BOARD MEETING**

**Date: May 12, 2022**

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

**ROLL CALL**

PRESENT: Lori Adams, Corine Artis, Jim Blum, Carol Gettings, Bob Hoag,  
Rosemond Ruhland, Paul Schulz, Wayne West .

EXCUSED: Violet Oldenski.

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger (in 9:10 am)

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

**SECRETARY'S REPORT- Jim Blum**

April 14, 2022 Regular Board meeting minutes draft distributed.

Motion to accept draft minutes of April 14, 2022 made by Lori Adams, Second by Jim Blum.  
Voting to approve draft April 14 minutes aye (7) Artis, Blum, Gettings, Hoag, Ruhland, Schulz,  
West.

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

**TREASURER'S REPORT - Wayne West**

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

Vanguard Investment Funds - Report distributed.

**BOARD CHAIR REPORT - Lori Adams**

Audit - Town of Clarence requires full audit function.

Membership Committee Appointment - Chair appoints Kathy Bryant as a non Board member on the Membership & Programs Committee for Board approval. Voting to approve appointment of Kathy Bryant as a non Board member on the Membership & Programs Committee aye (7) Artis, Blum, Gettings, Hoag, Ruhland, Schulz, West. Voting nay (0). Voting abstain (0). Appointment approved unanimously.

## CSCI Board May 12, 2022 - Board Approved 06092022

Planning Committee Appointment - Chair appoints Carol Gettings as Board member on the Planning Committee for Board approval. Voting to approve appointment of Carol Gettings as a Board member on the Planning Committee aye (7 ) Artis, Blum, Gettings, Hoag, Ruhland, Schulz, West. Voting nay (0). Voting abstain (0)  
Appointment approved unanimously.

Web Site - Susan Shisler has continued to maintain and update our web site voluntarily even though she no longer works at the Center. She is arranging to train Courtney, transfer responsibility, and transfer ownership of the domain name. This information corrects what was included in last month's CSCI Board minutes.

FOIL Request - Freedom of Information Law (FOIL) request for current period reports (operations P & L and activities P & L) that we generate for the Executive Director use quarterly. Our new bookkeeper is not yet trained to prepare such a report. The proper way to respond to this request is being researched.

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

COF 05/12/2022

**As of 04/30/2022** - Paid members 811; Total bus mileage 16,203

**Month of April** - New members 8; Total Attendance 1,173; Activities 1,019;  
Special Events 185; Off-Site Events 125; Lunch Meals 654; Meals (frozen) 421;  
Dinners served 152; shuttle riders 85; shuttle miles 897

**Comments** - Reviewed selected numbers and comparisons of time periods. Most numbers are going up. Lot of nice things were going on in April.

### **April Highlights:**

Tuesdays - Dinner and Movies  
Second & fourth Fridays - FeedMore of WNY Farmers Market  
04/06 - I Love Lucy Tour/National Comedy Center trip to Jamestown  
04/08 - Breakfast at the Center  
04/11 - Batavia Downs Casino Trip  
04/12 - Center for Elder Law & Justice Presentation  
04/13 - Safe Driver Academy  
04/13 - Easter Luncheon with magician  
04/18 - Dyngus Day Luncheon with entertainment  
04/29 - Craft with Nicky

### **May Highlights:**

University Express starts  
05/11 - Corning Museum of Glass and Rockwell Museum  
05/25 - Wednesday - **Annual Senior Health & Fitness Fair** in Clarence Town Park Clubhouse  
from 10 am to 1 pm. The 12th annual. An indoor event this year.

### **Upcoming Programs and Events:**

06/28 - Tea Party

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07/25 - **Cash Raffle Fundraiser** - Drawing on Tuesday, July 25th for \$10 per entry. Each participant will be entered into a drawing for 1st prize of \$1000, 2nd prize of \$500, and 3rd and 4th prizes of \$250 each.

**Annual Basket Raffle & Chicken BBQ - 2023**

**Web Site** - Up to date at this point.

**Large TV** - Town will purchase one for the Center.

**Rotary** - We will now ask them to purchase replacements of upholstered chairs for presentations and movies.

**Grants** - Will enter request by May 15 to East Hill Foundation for either kitchen equipment or miscellaneous items. The Kitchen is critical to what we do here including congregate dining and various dinners. Items include refrigerator, dishwasher, bigger freezer, range, and oven. The kitchen will be a significant project. Another request will be submitted to Foundation 214 in August for items needed for a specific new program.

**Member Town Hall Meetings** - Being held quarterly. Next will be in July.

**Diners Club** - Current plans were offered.

**COVID19** - Will be around forever. There are recommendations for whether to isolate or quarantine if someone is tested positive or has had close contact with a positive depending on vaccinations they have had.

**EXECUTIVE & PEC** - Lori Adams

COF 05/05/2022

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

Performance Evaluation Committee (PEC) - Did not meet.

**FINANCE** - Wayne West

COF 04/28/2022

Financial Statements - March approved.

Investments - Extensive discussion on various issues with updating information at Vanguard. Two critical matters were updating current authorized CSCI representatives and consider receiving communications and reports by E delivery rather than by regular mail.

Vanguard also requests that we use a banking suite of products and they are raising fees for various transactions.

Motion by Bob Hoag, second by Carol Gettings that we continue to receive all communications and reports on paper by regular mail until further review.

Voting to approve the motion aye (7) Artis, Blum, Gettings, Hoag, Ruhland, Schulz, West.

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

Motion carried unanimously.

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Finance Team - Treasurer/Finance Chair stated a need for new recruits for the Finance Team as some members will need to be replaced as age creeps. Extensive discussion on the responsibilities of the Treasurer, Assistant Treasurer and Finance Chair. The relatively intense need to add quality leadership to the Finance Team and the CSCI Board continues. Additional discussion involved the current Assistant Treasurer desire to resign from that position. If that happened we would need to elect a replacement who would hopefully have financial background.

Vanguard Signatories - Extended discussion on signers on Vanguard accounts and the resolutions required after every election to update officers at all financial institutions involved. Motion by Paul Schulz, seconded by Bob Hoag, that the Board approve the following officers to be signatories on the Corporation Vanguard accounts.

Treasurer Wayne M. West, Chair Lori A Adams.

Voting to approve the motion aye (7) Artis, Blum, Gettings, Hoag, Ruhland, Schulz, West.

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

Motion carried unanimously.

Insurances - Review by agent was done at Finance Committee meeting. Finance Committee motion to approve the package of insurances at a cost not to exceed \$10,000. The package includes General Liability, Property, Umbrella, Directors and Officers Liability, Crime, and Worker's Compensation. Voting to approve insurance package with cost not to exceed \$10,000 aye (7 ) Artis, Blum, Gettings, Hoag, Ruhland, Schulz, West. Voting nay (0). Voting abstain (0) Motion approved unanimously.

**MEMBERSHIP & PROGRAMS - Rosemond Ruhland**

COF 04/04/2022

Committee Status - Committee Chair reviewed and commented on content of Committee meeting minutes.

**NOMINATING - Carol Gettings**

No report. Comment on potential Board Members - One recent application. No other interested candidates. Recent applicant out of Town. We will follow when person is available for local interview.

**PERSONNEL - Carol Gettings**

No report. We expect a proposal from the Floss Agency on a retirement plan that would allow employee contributions.

**LEGISLATION & BYLAWS - Jim Blum**

No report. No current issues.

**PLANNING - Jim Blum**

No report. With the appointment today we expect to meet in June.

**OLD (unfinished) BUSINESS -**

Legacy Contributions - Chair would like to do something on this. Membership Committee will try to develop a trifold for legacy contributions. ED has information to provide to Membership.

(The suggestion is that we prepare a pamphlet encouraging "Legacy contributions" to the Senior Center. An example pamphlet was presented to the Board previously that would encourage estate plans and wills to include a legacy contribution to the Senior Center. Comments at that time that some have a process on their web site to make such contributions.)

**NEW BUSINESS -**

None.

**EXECUTIVE SESSION**

None.

**TOWN BOARD LIAISON - Bob Geiger**

- 1) **Senior Center HVAC replacement** - Probably start in July.
- 2) CSCI Annual Financials - Received copies for the Town.
- 3) Farmers Market - Hollow market only on Town property for now.
- 4) TV Set - Pick out what we need and advise Supervisor.
- 5) Bus - Accident on Senior Center overhang
- 6) Escarpment Sanctuary - Petition recommending ownership proposal
- 7) Thunderbird - Making one for nature center

**PUBLIC COMMENTS** (received in writing)

Chair Comment - There were no Public Comments from April.

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

**ADJOURNMENT** - There being no other business, Chair adjourned the meeting at 10:28 am.

**TRAINING SESSION** - None.

**TOWN HAPPENINGS** - Bob Geiger - Covered earlier.

**NEXT REGULAR MEETING** - Tuesday, June 9, 2022

Jim Blum, Secretary

