

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

**REGULAR BOARD MEETING  
Date: November 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, Wayne West .

EXCUSED: Lori Adams, Paul Schulz

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger

**PLEDGE OF ALLEGIANCE/MISSION STATEMENT - Corine Artis**

**SECRETARY'S REPORT- Jim Blum**

October 14, 2021 Regular Board meeting minutes draft distributed.

Motion to approve draft minutes of October 14, 2021 made by Jim Blum.

Second by Jeff Buckley.

Voting to approve draft October 14 minutes aye (6) Artis, Blum, Buckley, Gettings, Meacham,  
Ruhland. Voting nay (0). Voting abstain (1) West  
Motion carried.

**TREASURER'S REPORT - Wayne West**

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

Vanguard - Investments still moving up. Request of some Board members to make detail lists  
of investments in each fund available.

Financial Reports - Referred for file.

**BOARD CHAIR REPORT - Violet Oldenski**

Board Holiday Bonding Lunch - Scheduled for Brookfield Friday, December 10 at noon.  
Be sure to return your reservation to the office. Comment later in meeting that social distancing  
is likely to be required.

## CSCI Board November 12, 2021 - Board Approved 12092021

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

COF 11/12/2021

**As of 10/31/2021** - Paid members 791; Total bus mileage 9486

**Month of October** - New members 20; Total Attendance 1157; Activities 986;  
Special Events 330; Off-Site Events 59; Lunch Meals 520; Meals (frozen) 225;  
Dinners served 35; Bus riders 72; Bus miles 1090

**Comments** - Reviewed selected numbers. Membership continues to increase and most programs are increasing in numbers as well.

**October Highlights:** Eight University Express Programs; Halloween Luncheon; Robert Friedman Presentations "Medicaid Laws and Preserving Your Assets" and "Avoiding Probate"; Safe Driver academy; Book Club; Diners.

Note that AARP Safe Driver Course has not restarted from Covid.  
Also on line driver courses are available from AARP and others.

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

**November:** Local author, Bonnie Parsons visiting Book Club on 11/09; Veteran's Luncheon on 11/10 with special presentation by the American Legion and music by Step in Time; Batavia Downs trip 11/15; Health Insurance Enrollment Event 11/17; Tailgate Terror Bus Trip 11/19; Thanksgiving Luncheon 11/23; Friendsgiving Event 11/23 with the Hastings Duo; Center closed on 11/25 and 11/26.

**December:** Best of Christmas trip 12/01; Tea Party 12/07; BPO Concert 12/16; New Years Luncheon at Salvatore's 12/27 (cost \$35 but a \$50 value).

**Marketing** - Val Pak has brought in new members. The coverage is not perfect for Clarence. Direct mail through the Post Office using a printing firm would be a lot more expensive.

**Food Containers/Environment** - NYS Department of Environmental Conservation will enforce no styrofoam food or beverage containers beginning January 1, 2022. We are filing for a hardship exemption which may be allowed. Otherwise our alternatives are more expensive.

### **COVID19**

**Masks** - We will be getting tougher on wearing masks. Compliance with mask usage is difficult to maintain due to many who feel it is not necessary. We will have to ask people to leave who do not mask or properly socially distance when required.

**Covid19 Cases** - Tighter conditions are necessary because of conditions like vaccinated people get Covid19 with no symptoms and can spread the disease. Persons with close contact with Covid19 cases will be quarantined and need a test to return.

**Capacity Limits** - No current limits on capacity.

**Contact Tracing** - Erie County must do the contact tracing but there are limits on what is being done.

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**Fundraising - Holiday Cash Raffle** - Not doing as well as we had hoped. Our biggest seller last time has been away. We are past break even.

Note: "Put some jingle in your stocking" fundraiser

Event to be held from October 1 to November 22 with drawing on November 22.

For \$10 entry each participant will be entered in a drawing for 1st prize of \$1000, 2nd prize of \$500 and 3rd and 4th prizes of \$250 each.

Candy bars - Raised about \$500 last year.

Office Computers - Our old computers have been delivered for recycling.

Funds Use - (\$10,000 from investment funds authorized by the Board) Plan is \$5000 for communications including the Val Pak publicity (\$3000). \$5000 will be used for new program support and special events.

Email - The Email system is in operation. Some people want the newsletter both by Email and regular mail.

### COMMITTEE REPORTS

**EXECUTIVE & PEC** - Violet Oldenski

COF 11/04/2021

Executive Committee - Met to set agenda for Board meeting.

Performance Evaluation Committee (PEC) - Did not meet. Will meet next month.

**FINANCE** - Wayne West

COF 10/28/2021

Financials - September accepted.

Vanguard Account - Continued growth.

Activities Budget - A proposed Activities Budget was presented and several comments were discussed and items explained.

Comment regarding the Center sending cards to people when events are known.

Motion from the Finance Committee to approve the proposed Activities Budget dated 11/11/2021. Voting to approve the proposed budget dated 11/11/2021 aye (7) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, West. Voting nay (0). Voting abstain (0).

Motion carried unanimously.

**MEMBERSHIP & PROGRAMS** - Rosemond Ruhland

COF 11/01/2021

Membership Handbook - Changes discussed. Van or bus now called "Shuttle".

Activities Budget - Approved

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Meeting minutes - Reviewed

Membership Policy - Approved update distributed to Board members in meeting packet.

**NOMINATING** - Lori Adams (Board Chair comment)

No meeting. Committee has recommended nomination of officers as follows: Chair - Lori Adams, Vice Chair - Carol Gettings, Secretary - Jim Blum, Treasurer - Wayne West, Assistant Treasurer - nomination open and seeking candidate.

**PERSONNEL** - Carol Gettings

COF 10/14/2021

Employee Policy Manual - Committee Chair reviewed proposed specific revisions to cover marijuana related to recent NYS law changes. Board attorney has approved them.

Motion to approve proposed revisions to Employee Policy Manual made by Committee. Voting to approve revisions related to NYS marijuana laws aye (7) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, West. Voting nay (0). Voting abstain (0). Motion carried unanimously.

**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.

**NEW BUSINESS** -

NOTE from last month:

NYS Minimum Wage - Comment that the increase in NYS minimum wage will affect us and more discussion will be needed about how we handle the related matters. The State is raising the minimum wage by about 5% and we must decide how to handle salaries for all employees as a result. This will affect our salaries, related accounts and our budget.

## 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 individuals made by Violet Oldenski. Second by Carol Gettings.

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

Voting nay (0).

Motion carried unanimously.

Motion to go out of Executive Session made by Violet Oldenski. Second by Carol Gettings.

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

Voting nay (0).

Motion carried unanimously.

## NEW BUSINESS

**Employee Year End Bonus** - Comment that the motion wording is same as last year.

Motion to authorize the Executive Director to determine amounts for each employee, review the plan with the Board Chair, Finance Chair, and Personnel Chair; and distribute up to \$1,800 from the payroll account as salary bonuses made by Jim Blum. Second by Wayne West.

Voting to approve Employee Year End Bonus recommendation aye (7) Artis, Blum, Buckley, Gettings, Meacham, Ruhland, West.

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

Motion carried unanimously.

**Staff Salary Increase Pool** - Motion to allocate an amount up to \$5,728 as a pool for salary increases to be allocated to employees by the Executive Director and the proposed increases to be reviewed by the Board Chair, Finance Chair, and Personnel Chair and tied with the year end evaluation of each employee made by Jim Blum. Second by Carol Gettings.

Voting to approve Staff Salary Increase Pool recommendation aye (6) Artis, Blum, Buckley, Gettings, Ruhland, West. Voting nay (1) Meacham. Voting abstain (0).

Motion approved.

## TOWN BOARD LIAISON - Bob Geiger

- 1) Marijauna - Town has opted out but can reenter later.
- 2) Clarence Bee - Editor visited the Center with me during the Veteran's Day event and saw an impressive Center.
- 3) Clarenceopoly Game - Fundraiser for the Chamber of Commerce
- 4) New Building rendering - Two story with apartments over retail across from Credit Union on Sheridan
- 5) New Building rendering - Two story with apartments over retail on Main across from Mexican restaurant

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- 6) Dollar Store - On Main near the Hollow still in work.
- 7) Tractor Supply - On Main east of gas station at Shimerville still in work.
- 8) HVAC (Heating, ventilating & air conditioning) for Senior Center - In work with Town Engineer. (Already in Cares Act grant package).

**PUBLIC COMMENTS** (received in writing)

Chair Comment - Public Comment from October was reviewed by the Executive Committee. No action was recommended. On Chair request, there were no Board comments.

Public Comments - One public comment was received today.

**ADJOURNMENT** - There being no other business, Chair adjourned the meeting at 10:55 am.

**TRAINING SESSION** - None.

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

**NEXT REGULAR MEETING** - Thursday, December 9, 2021

Jim Blum, Secretary