

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

**REGULAR BOARD MEETING**

**Date: May 13, 2021**

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

**ROLL CALL**

PRESENT: Lori Adams, Jim Blum, Carol Gettings, Violet Oldenski, Rosemond Ruhland,  
Paul Schulz, Wayne West.

EXCUSED: Jeff Buckley, Dave Meacham.

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger

**PLEDGE OF ALLEGIANCE/MISSION STATEMENT** - Violet Oldenski

**SECRETARY'S REPORT**- Jim Blum

April 8, 2021 Regular Board meeting minutes draft distributed. No corrections needed.

Motion to approve draft minutes of April 8, 2021 made by Jim Blum. Second by Paul Schulz.

Voting to approve draft April 8 minutes aye (6) Adams, Blum, Gettings, Ruhland, Schulz, West.  
Voting nay (0). Voting abstain (0).

Motion carried unanimously.

**TREASURER'S REPORT** - Deferred to Finance Committee

**BOARD CHAIR REPORT** - Violet Oldenski

July Meeting - Think about considering not hold a July CSCI Board meeting. Decision to be  
made at June Board meeting.

Election - To replace resigned Treasurer (Mary Anne Kermis).  
Wayne West is willing to serve as treasurer.  
Carol Gettings is willing to serve as Assistant Treasurer.

Request for nominations for Treasurer to complete term of Mary Anne Kermis.  
Wayne West nominated by Jim Blum. Chair requested any other nominations from  
the floor for Treasurer three times with no further nominations.  
Chair directed Secretary to cast one ballot to elect Wayne West as Treasurer.

## **CSCI Board May 13, 2021 - Board Approved 06102021**

Request for nominations for Assistant Treasurer to complete term of Wayne West. Carol Gettings nominated by Lori Adams. Chair requested any other nominations from the floor for Assistant Treasurer three times with no further nominations. Chair directed Secretary to cast one ballot to elect Carol Gettings as Assistant Treasurer.

Appointment - Chair appoints Wayne West as Finance Chair (replacing Mary Anne Kermis). Board voting to approve the appointment of Wayne West as Finance Chair aye (6) Adams, Blum, Gettings, Ruhland, Schulz, West. Voting nay (0). Voting abstain (0). Motion carried unanimously.

Finance Committee - We now have 7 on the Finance committee so the quorum is 4. Treasurer and Assistant Treasurer are ex-officio members of the Finance Committee.

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

**As of 04/30/2021** - Paid members 535; Total bus mileage 3720

**Month of April** - New members 0; Total Attendance 0; Activities 0; Special Events 0; Off-Site Events 0; Meals 0; Meals(frozen) 350; Bus riders 0; Bus miles 139

**Comments** - Using bus to deliver meals and to deliver members for grocery shopping.

**April Highlights:** Center closed. Able staff working to prepare for reopening and support of members.

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

Cash Raffle Fundraiser - (Plan was Thursday, April 1st to Sunday, May 30. Four prizes, Drawings on Tuesday, June 1st.) Still a go and over 200 tickets sold so far.

University Express hoping to start in June.

Spring Tea Party - Tues, May 18 - Full at 24. Hoping to be able to increase capacity which is now 25%.

Annual Senior Health & Fitness Fair @ Clarence Town Park Clubhouse - Wednesday, May 26 10 am - 12 pm. Drive through event. Bob Friedman will provide talk on protecting assets in a pavilion. Meals on Wheels will be doing a market in a parking lot. Entry by Main Street, drive through and leave by the Parks Department.

Drive-Thru Birthday in a Bag - Friday, May 28

Annual Basket Raffle & Chicken BBQ - To be decided. Depends on Covid limitations.

40th Anniversary - Center 40th anniversary occurs on June. We will have some special events to celebrate it.

## **CSCI Board May 13, 2021 - Board Approved 06102021**

Members Town Hall - May 17 - We hope to do on a regular basis to gain member questions and input on programs and activities. Will not cover non staff matters involving Board or others.

Office Computers - New computers are up and running with some minor issues primarily in moving memory content.

Copier Proposal - Copier lease up in July. Comparison of three bids to replace the primary copier was reviewed. Items considered were pricing, features, service capability, and expected usage. Current usage is about 4,000 black and white copies per month. We don't do much color copying. Proposals were all for a five year lease. The proposed bids all included the features used by the Center including copy both black & white and color, print from computers, facsimile (fax), and staple. The per copy fee includes toner and service. We had some toner availability issues with our current supplier. Prices would be fixed for 5 years. The recommended supplier is an official service representative for Konica/Minolta. The current supplier is being sold. ED has dealt with Lineage supplier satisfactorily before and they provided prompt, quality service. They would buy out our lease and exchange to a new copier about a month later. Price per copy is fixed for five years.

Motion to approve purchase of the five year lease from Lineage made by Lori Adams. Second by Wayne West.

Voting aye (6) Adams, Blum, Gettings, Ruhland, Schulz, West.

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

Motion carried unanimously.

### **COMMITTEE REPORTS**

**EXECUTIVE & PEC** - Violet Oldenski

Executive Committee - Met to set agenda for Board meeting.

Performance Evaluation Committee (PEC) - Did not meet.

**FINANCE** - Wayne West

Treasurer's Report - Received and referred for audit.

Vanguard Investments - We're in a good market with good increase.

Finance Committee plans to consider whether we should have a consultant to oversee our investments.

PPP (Payroll Protection Plan) - \$44,000 Has been forgiven. Funds were used to cover payroll.

Financial Reports - Committee is looking at form of financial reports to be furnished to the Board.

Town Stipend - Has been paid through June.

**MEMBERSHIP & PROGRAMS** - Rosemond Ruhland

No report.

**CSCI Board May 13, 2021 - Board Approved 06102021**

**NOMINATING - Lori Adams**

No report. Will be meeting with potential Board member.

**PERSONNEL - Carol Gettings**

COF 03/11/2021

Personnel Policy Manual - Committee met and agreed on very small changes in the Employee Policy Manual primarily for clarity and to bring up to date. Committee Chair reviewed the proposed changes. Motion from the Committee to approve the changes reviewed as listed in the Committee minutes.

Voting to approve the proposed changes aye (6) Adams, Blum, Gettings, Ruhland, Schulz, West.

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

Motion carried unanimously.

Suggestion to put date of Board approval on the Manual.

Comment that the new NYS marijuana law needs to be researched for possible Personnel Policy revisions. Personnel Committee will need to look into this.

**LEGISLATION & BYLAWS - Jim Blum**

No report.

**PLANNING - Jim Blum**

No report.

**OLD (unfinished) BUSINESS -**

None.

**NEW BUSINESS -**

None.

**EXECUTIVE SESSION**

None

**TOWN BOARD LIAISON - Bob Geiger**

- 1) Cortese Building - Exciting

**CSCI Board May 13, 2021 - Board Approved 06102021**

- 2) Drive Thru Event - Need security help for traffic flow
- 3) Flooring Planning - Discuss with Parks Dept.
- 4) Bocce Courts - Parks plans to condition soon
- 5) War Memorial Dedication - May 31 (Memorial Day)
- 6) Covid Rules - Town Hall = temperature & questions, Town Board meetings on Zoom  
- Parks = issues for Concert Association, Asa Ransom concerts
- 7) Tractor Supply - Waiting for environmental and Town Board approval, One house will be  
demolished

**PUBLIC COMMENTS** (received in writing)

Chair Comment - Public Comment from March 11 was reviewed by the Executive Committee.  
No Board action is recommended.

Public Comments - No public comments were received today.

**RECESS** for Finance Committee consideration of Insurance.

**NEW BUSINESS** - Insurance renewals are due June 1. Insurance Premium Summary of coverage was explained by the Executive Director. Supplier representative, Joe Floss, will meet with the Finance Committee on Wednesday, June 9 at 11am. Coverage policies are basically same as last year. Finance Committee members Jeff Buckley and Robert Hoag have both sent messages of support for renewing the insurance plans.

Motion by Wayne West to approve renewal of existing insurance plans. Second by Paul Schulz. Voting to approve renewal of insurance coverage plans aye (5) Adams, Blum, Gettings, Schulz, West. (Ruhland out of meeting)

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

Motion carried unanimously.

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

**TRAINING SESSION** - Purpose and content of (Operating) Policy Manual

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

**NEXT REGULAR MEETING** - June 10, 2021

Jim Blum, Secretary