

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

**REGULAR BOARD MEETING
Date: November 14, 2019**

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

ROLL CALL

PRESENT: Barbara Anderson, Jim Blum, Mary Anne Kermis, Dave Meacham (out 10:25 am), Violet Oldenski, Rosemond Ruhland, Paul Schulz, Bill Westley.

EXCUSED: Taha Bat, Darrell Young.

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger (in 9:15 am)

PLEDGE OF ALLEGIANCE/MISSION STATEMENT - Bill Westley

SECRETARY'S REPORT- Jim Blum

October 10, 2019 Regular Board meeting minutes draft. No corrections.

Motion to approve draft minutes of October 10, 2019 made by Jim Blum.

Second by Dave Meacham.

Voting to approve draft October 10 minutes aye (7) Anderson, Blum, Kermis, Meacham, Ruhland, Schulz, Westley. Voting nay (0). Voting abstain (0).

Motion carried unanimously.

TREASURER'S REPORT - Darrell Young (by Mary Anne Kermis)

November Treasurer's Report - Report covering October received and referred for audit. Comment that we are adjusting the amount automatically transferred from savings to payroll to better match the need. Part of the gifts balance will be used to purchase chairs.

Investments - No interest on checking accounts at Bank of Akron. Considering possible investments in Certificates of Deposit or with Vanguard. Brief review of Vanguard investments report information.

Financial Reports - Have been distributed to give a quick idea of what is reviewed monthly.

CSCI Board November 14, 2019 - Board Approved 12122019

BOARD CHAIR REPORT - Violet Oldenski

Board Christmas Lunch - Friday, December 13 at Brookfield Country Club.

Committee Membership - Chair recommended the appointment of Dave Meacham to replace Bob Poczik as member of the Membership & Programs Committee.

Motion by Violet Oldenski, second by Bill Westley to have Dave Meacham replace Bob Poczik on the Membership & Programs Committee.

Voting to approve Dave Meacham as member of the Membership & Programs Committee aye (7) Anderson, Blum, Kermis, Meacham, Ruhland, Schulz, Westley.

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

Appointment approved unanimously.

Former Board Member - Comments on situation with family of recently deceased former CSCI Board member Norm Kirchner.

EXECUTIVE DIRECTOR'S REPORT - Debb Sabbatis

COF 11/14/2019

As of 10/31/2019 - Paid members 1104; Total bus mileage 152,288

Month of October - New members 22; Total Attendance 2,103; Activities 1,593;

Special Events 382; Off-Site Events 128; Meals 703; Bus riders 167;

Bus miles 1,472

Comments - Statistics speak for themselves.

October Program Highlights: Flu and Pneumonia Shots administered by Wegman's Pharmacy; "Diabetes Self-Management Workshop" facilitated by Erie County Department of Senior Services; Health Insurance Fair; Halloween Luncheon; Six University Express Lectures.

Upcoming Programs and Events:

Thanksgiving Dinner - November 14

Chair Volleyball - November 18 - Could use more players

Clarence Student Art Show - November 20

Dinner and a Movie - November 20

Thanksgiving Luncheon - November 26

Desiderio's Dinner Theater - December 1 - Great show "Columbo"

Holiday Concert with Corfu Community Band - December 4

Holiday Tea - December 10

New Year's Gala at Salvatore's w/ The Nitetones - \$35@ December 27

Coupons - Members have redeemed coupons worth \$533. Will discuss at membership Committee meeting.

Holiday Market - Sponsored by Senior Center at the Town Park Clubhouse. Involves crafters and home sale vendors. Dollar amount not available yet. Everyone was pleased. Will consider shorter hours and different evenings next time. First time we have charged vendors. Income is limited to vendor charges. Also a community outreach event.

CSCI Board November 14, 2019 - Board Approved 12122019

Chairs - (Proposed replacement chairs primarily for the dining room, exercise classes, and some other areas. Proposal is stackable, no arms, safe, standard size, cushion, four legs for safety, smooth leg bottoms to slide and not snag on rugs.) No relief on shipping charges. Expect to order soon. Have to dispose of old chairs due to space limitations. Will offer for members to buy and or gift to worthwhile cause.

COMMITTEE REPORTS

EXECUTIVE & PEC -

COF Exec 11/07/2019, PEC 11/07/2019

Executive Committee - Met to set agenda for this meeting.

Performance Evaluation Committee (PEC) - Met to review ED performance.

FINANCE - Mary Anne Kermis

COF 10/23/2019

Financials - September approved.

Investments - Reviewed each Finance meeting. They are doing well.

Savings Accounts - Bank of Akron rates are very low. We will look at all accounts to decide where to invest.

Financial Reports - Samples were included in Board meeting packet. Details of Balance Sheet and Actual versus Budget are reviewed by the Finance Committee monthly. Selected items were reviewed and discussed briefly.

MEMBERSHIP & PROGRAMS - Bill Westley

Meeting Agenda - With appointment of third Board member we can proceed with the agenda planned for the October meeting at the planned meeting on November 18.

NOMINATING - Darrell Young (by Mary Anne Kermis)

COF 10/21/2019, 11/13/2019

Board Candidates - Four have been evaluated. Discussion deferred to regular executive session time.

PERSONNEL - Mary Anne Kermis

No report.

LEGISLATION & BYLAWS - Jim Blum

No report. Continue to hope there will be no need for meetings this year.

PLANNING - Jim Blum

No report.

OLD (unfinished) BUSINESS

None.

NEW BUSINESS

Employee Year End Bonus - Comment that the motion wording is same as last year and \$50 higher. 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 \$1,500 from the payroll account as salary bonuses made by Jim Blum. Second by Mary Anne Kermis. Voting to approve Employee Year End Bonus recommendation aye (7) Anderson, Blum, Kermis, Meacham, Ruhland, Schulz, Westley.

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

Motion approved unanimously.

Staff Salary Increase Pool - Motion to allocate an amount up to \$3,800 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 Mary Anne Kermis. Comment that this amount is about 2% of the 2019 budgeted amount and total increase would be in line with what the Town does.

Voting to approve Staff Salary Increase Pool recommendation aye (7) Anderson, Blum, Kermis, Meacham, Ruhland, Schulz, Westley.

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

Motion approved unanimously.

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 specific individuals made by Violet Oldenski. Second by Paul Schulz.

Voting aye (7) Anderson, Blum, Kermis, Meacham, Ruhland, Schulz, Westley.

Voting nay (0). Voting Abstain (0).

Motion carried unanimously.

Motion to go out of Executive Session by Mary Anne Kermis. Second by Paul Schulz.

Voting aye (7) Anderson, Blum, Kermis, Meacham, Ruhland, Schulz, Westley,

Voting nay (0). Voting Abstain (0).

Motion carried unanimously.

OTHER NEW BUSINESS

Board Candidates - Motion by Mary Anne Kermis to recommend to the Clarence Town Board that the following be appointed to the Board of Directors of Clarence Senior Citizens, Inc. : Lori A. Adams and Wayne M. West for three year terms; Jeffrey D. Buckley and Carol E. Gettings for two year terms. Second by Paul Schulz.

Voting aye (7) Anderson, Blum, Kermis, Meacham, Ruhland, Schulz, Westley,
Voting nay (0). Voting Abstain (0). Motion carried unanimously.

Comment that these recommended appointment terms would place five Board members in each year involved and raise the total number of Board members to 14 resulting in a required quorum of eight Board members.

Board Officer Recommendations - Nominating Committee announces the following recommendations for election as Board officers: Chair - Violet Oldenski; Vice-Chair - no recommendation; Secretary - Jim Blum; Treasurer - Darrell Young; Assistant Treasurer - Mary Anne Kermis.

Coffee Price - Members have questioned the coffee 25 cent donation. Overall costs to provide the coffee supplies is almost twice the amount that has been donated based on the 25 cent requested donation. Consensus of the Board is to maintain the 25 cent donation request.

TOWN BOARD LIAISON REPORT - Bob Geiger

Senior Center Items -

- 1) 2020 Town Budget - Approved including a 2% stipend increase to \$236,347 for CSCI.

PUBLIC COMMENTS (received in writing)

Chair Comment - We received public comments that were reviewed at the Executive Committee meeting. We will take them under consideration.

ADJOURNMENT - Motion to adjourn at 10:32 am made by Violet Oldenski.

Second by Jim Blum.

Motion approved by unanimous consent.

TRAINING SESSION - None.

TOWN HAPPENINGS REPORT - Bob Geiger -

- 1) BarBill - Has begun hiring employees.
- 2) Eastern Hills Mall - Pennys owns their building and still operating, Duffs doing well, Raymour & Flanigan looks good, County Clerk Auto Bureau moving within the mall, a church moving into prior Sears Auto store.
- 3) Community Center - Significant additional task force members.

Next Regular Meeting - December 12, 2019

Jim Blum, Secretary