

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

**REGULAR BOARD MEETING
Date: September 12, 2019**

Meeting called to order at 9:00 am by Vice-Chair Bob Poczik.

ROLL CALL

PRESENT: Barbara Anderson (out 10:20 am), Taha Bat, Jim Blum, Mary Anne Kermis, Dave Meacham, Bob Poczik, Rosemond Ruhland, Paul Schulz, Bill Westley (in 9:03 am), Darrell Young.

EXCUSED: Violet Oldenski

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger (in 9:18 am)

PLEDGE OF ALLEGIANCE/MISSION STATEMENT - Rosemond Ruhland

SECRETARY'S REPORT- Jim Blum

June 13, 2019 Regular Board meeting minutes draft. Distributed in August Board meeting packet. No corrections known.

Motion to approve draft minutes of June 13, 2019 made by Jim Blum.

Second by Darrell Young.

Voting to approve draft June 13 minutes aye (6) Anderson, Blum, Kermis, Meacham, Ruhland, Young. Voting nay (0). Voting abstain (2) Bat, Schulz.

Motion carried.

August 8, 2019 Regular Board meeting minutes draft. All are allowed to vote on minutes of meeting adjourned for lack of a quorum.

Motion to approve draft minutes of August 8, 2019 made by Jim Blum.

Second by Darrell Young.

Voting to approve draft August 8 minutes aye (8) Anderson, Bat, Blum, Kermis, Meacham, Ruhland, Schulz, Young. Voting nay (0). Voting abstain (0)

Motion carried unanimously.

CSCI Board September 12, 2019 - Board Approved 10102019

TREASURER'S REPORT - Darrell Young

September Treasurer's report covering June through August received and referred for audit.

Investments - Review of Vanguard investments report information. Rate of return as of last night is running 8.8%. Comment by Vice Chair that, while we have reinvested dividends, we want the Executive Director to know that we have the option to invest funds in the Center.

BOARD CHAIR REPORT - (by Bob Poczik for Violet Oldenski)

No report.

EXECUTIVE DIRECTOR'S REPORT - Debb Sabbatis

COF 09/12/2019

As of 08/31/2019 - Paid members 1048; Total bus mileage 149,210

Month of August - New members 9; Total Attendance 1,626; Activities 1,545;
Special Events 254; Off-Site Events 62; Meals 624; Bus riders 170;
Bus miles 1,649

Comments - Reviewed statistics. Comment that meals served are down. Also that aging out has reduced bus riders

August Program Highlights: Dinner and a Movie; BINGO Bash; Summer Celebration;
Root Beer Float Social; Picnic in the Park.

Upcoming Events:

September

Apple Fest - 9/13, Your Life, Your Legacy 9/16 (luncheon provided seminar); Notre Dame by Bob Poczik 9/19; Dinner and a Movie 9/24; National Senior Center Month Lunch 9/27 - Free for limited number who must sign up.

October

University Express; Flu Shots; Halloween Party 10/29

November

Holiday Market 11/7 @ Town Park Clubhouse (crafter/vendor show), shuttle service will be available.

Coupons - 197 members have picked up coupons (\$985), coupons redeemed @ 8/31 (\$419)

Flea Market - Total profit \$371.77. Staff has decided not to do next year.

Basket Raffle - Total profit \$3,047.87 Donations were way down from both members and businesses. Will consider donating part of the income to causes like Meals on Wheels and Rural Transit. Possible donations to be discussed at the Membership Committee meeting.

CSCI Board September 12, 2019 - Board Approved 10102019

Chairs - Proposed replacement chairs primarily for the dining room, exercise classes, and some other areas will be reviewed with the Membership & Programs Committee for evaluation. Proposal is stackable, no arms, safe, standard size, cushion, four legs for safety, smooth leg bottoms to slide and not snag on rugs. Expect to order 100 to 150 chairs at about \$20 each and free shipping.
Finance Chair suggestion to take funds from special gifts since these are not budgeted.

COMMITTEE REPORTS

EXECUTIVE & PEC - (Bob Poczik for Violet Oldenski) COF Exec 09/05/2019, PEC 09/05/2019

Executive Committee - Met to set agenda for this meeting.

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

FINANCE - Mary Anne Kermis

COF 08/21/2019

Financials - May, June, July approved.

Operations Budget 2020 - Finance Chair and Secretary met with Town Supervisor to offer information on proposed 2010 Budget and some Senior Center initiatives. Supervisor was cordial, positive, and very supportive of the Senior Center. He offered reasoning for 2% limit on Town Stipend increase. Primarily that all are being held to 2% due to NY State controls and if one gets more someone must get less.

Investments - Reviewed each Finance meeting.

MEMBERSHIP & PROGRAMS - Bob Poczik

No report.

NOMINATING - Darrell Young

No report.

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

Five Year Capital Budget Plan - Committee Chair offered comments on the proposed Five Year Capital Plan pointing out specific matters. Specifics included Bus replacement, north roof and raised entrance to accommodate tour busses, WiFi power and improved security coverage, move Meals on Wheels and county bus service to another Town location to provide added space for Center programs.

Motion to approve Proposed Five Year Capital Plan for submission to the Town made by the Committee.

Voting to approve Proposed Five Year Capital Plan for submission to the Town
aye (9) Anderson, Bat, Blum, Kermis, Meacham, Ruhland, Schulz, Westley, Young.

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

Motion carried unanimously.

Comment to assure that not completed 2019 capital items would carry over to 2020.

OLD (unfinished) BUSINESS

Policy Manual - Current version distributed to all Board members but later returned for inclusion of revised Board Meeting Order of Business Policy from this meeting. Some discussion on dates on individual policies and the face page.

NEW BUSINESS

Board Meeting Order of Business - Secretary comment that In June of this year the Executive Committee divided Town Liaison information into Senior Center related and Town events with the Town events portion after adjournment. This would allow Board members who have need to leave to not be delayed by other Board members interests in Town events that are not directly connected to Senior Center. Comment that members can excuse themselves when necessary.

Motion to revise Board Meeting Order of Business Policy to divide Town Liaison information into Senior Center related and Town events with the Town events portion after adjournment made by Jim Blum. Second by Paul Schulz.

Voting to approve revised Board Meeting Order of Business Policy aye (7) Anderson, Bat, Blum, Kermis, Ruhland, Schulz, Westley.

Voting nay (2) Meacham, Young. Voting abstain (0).

Motion carried.

Board Member Nominations - Secretary comment that we have a real need to have an officers succession plan and a plan to encourage people to come on the Board who have an appropriate background and interest in becoming an officer.

Board members should be looking for and trying to encourage such candidates to come forth.

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 work history of a specific individual made by Jim Blum. Second by Darrell Young.

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Voting aye (9) Anderson, Bat, Blum, Kermis, Meacham, Ruhland, Schulz, Westley, Young. Voting nay (0). Voting Abstain (0).
Motion carried unanimously.

Motion to go out of Executive Session by Mary Anne Kermis. Second by Darrell Young.
Voting aye (8) Bat, Blum, Kermis, Meacham, Poczik, Ruhland, Westley, Young.
Voting nay (0). Voting Abstain (0).
Motion carried unanimously.

Board Member Resignation - Bob Poczik announces that he will resign from the CSCI Board effective September 30 due to health reasons. He will chair and do minutes for the September Membership and Programs Committee meeting. Bob went on to comment on his positive relationship with the Center and the Board over several years. He has done 49 presentation programs at the Center over recent years. He also commented on the responsibilities of the Executive Director and the role of the CSCI Board.

TOWN BOARD LIAISON REPORT - Bob Geiger

Senior Center Items -

- 1) Bus is approved with a \$59,000 Erie County grant. Looking for one available.
- 2) Town Budget is in the works.
- 3) 75 of 100 homes (average cost \$616,000) built in Clarence last year were on sewers.
- 4) Clarence Town sewer limitations are significant
- 5) Salvatore restaurant by M & T in hollow is progressing
- 6) M & T Bank drive through ATM in Hollow is progressing
- 7) Bowling alley in Hollow is up for sale
- 8) DeRose now owns the other church in the Hollow
- 9) New road marking lines and conditions on Main and Sheridan roadways
- 10) New electrical lines along Harris Hill Road

PUBLIC COMMENTS (received in writing)

Vice-Chair Comment - No public comments were reviewed by Executive Committee.

Folder for Comments - Vice Chair made folder available during the Board meeting for comments in writing.

ADJOURNMENT - Motion to adjourn at 10:40 am made by Darrell Young.
Second by Mary Anne Kermis. Motion approved by unanimous consent.

TRAINING SESSION - None.

TOWN HAPPENINGS REPORT - Bob Geiger - Included in prior item.

Regular Meeting - October 10, 2019

Jim Blum, Secretary