

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

**REGULAR BOARD MEETING  
Date: September 10, 2020**

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

**ROLL CALL**

PRESENT: Lori Adams, Jim Blum, Jeff Buckley, Carol Gettings (out 10:13 am),  
Mary Anne Kermis, Dave Meacham, Violet Oldenski, Rosemond Ruhland,  
Paul Schulz (out 10:13 am), Wayne West, Bill Westley.

EXCUSED: None.

Executive Director: Debb Sabbatis

Town Board Liaison: Bob Geiger (not attending)

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

**SECRETARY'S REPORT- Jim Blum**

August 13, 2020 Regular Board meeting minutes draft.

Motion to approve draft minutes of August 13, 2020 made by Jim Blum.

Second by Rosemond Ruhland.

Voting to approve draft August 13 minutes aye (9) Adams, Blum, Buckley, Gettings, Kermis,  
Ruhland, Schulz, West, Westley. Voting nay (0). Voting abstain (1 ) Meacham  
Motion carried.

**TREASURER'S REPORT - Mary Anne Kermis**

Treasurer's Report - Report covering August received and referred for audit.  
This is the second month with this format.

**BOARD CHAIR REPORT - Violet Oldenski**

Operating Budget - Proposal has been sent to the Town. Five Year Capital Plan proposal also  
sent.

## **CSCI Board September 10, 2020 - Board Approved 10082020**

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

As of 08/31/2020 - Paid members 837; Total bus mileage 462 (new bus)

Month of August - New members 0; Total Attendance 341; Activities 209;  
Special Events 40; Off-Site Events 0 ; Meals 148; Bus riders 21; Bus miles 353

Comments - Big difference in number over last year due to start up after Covid-19 shut down.

August Programs - Center reopened on limited basis August 17. Picnic in the Park full sign up (40 people plus staff and entertainer) with Elvis Impersonator as entertainment. Things are generally going very well with limitations set by the state. Limits include 25% of building capacity and 50 persons maximum in the building including everyone (staff, Meals on Wheels, members, etc). Erie County rules only allow 24 people for the Nutrition Program (lunch). The maximum allowable number in each room is posted at room entry. There is little we can do to appeal the rules we must operate under which are from the State and the County.

Upcoming Programs and Events: Another Picnic in the Park. We are rolling things in as we go with the numbers leading us. Exercise classes are a big question. Most gyms are not doing group exercises. We will be having classes outside as weather allows. We avoid scheduling things in the lunch room due to required sanitization before food service. Band exercise has not been approved by the County. Erie County Nutrition will return to bulk delivery with local service Monday, September 14.

Member Questions - Refer them to Center staff who know why we are doing what we are doing. We are trying to be as safe as possible while offering a great experience.

Reopening - Going very well

Personal Protective Equipment (PPE) - We have spent \$800 to \$1000 on PPE so far. People are not using hand sanitizer as much as we wish. We received a credit from NYS IF insurance of \$180.

Election Day - We will not schedule any activities due to disinfecting requirements. Erie County Election Board will handle disinfecting for the voting process. Staff will be working.

Flu Shots - Went very well considering limitations on how many can be here. We can only serve the number allowed.

Office Computers - Requesting technical bids for plan covering computer hardware and computer programs software for the Center. Computers are not on State bid.

Library Computers - Currently the two Computers in the library are used mostly for games. We may move one of the office computers to the Library.

### **COMMITTEE REPORTS**

**CSCI Board September 10, 2020 - Board Approved 10082020**

**EXECUTIVE & PEC** - Violet Oldenski

COF Exec 09/03/2020

Executive Committee - Met to set agenda for this meeting.

Performance Evaluation Committee (PEC) - Did not meet.

**FINANCE** - Mary Anne Kermis

No report.

**MEMBERSHIP & PROGRAMS** - Rosemond Ruhland

No Report.

**NOMINATING** - Lori Adams

No report.

**PERSONNEL** - Mary Anne Kermis

No report.

**LEGISLATION & BYLAWS** - Jim Blum

No report.

**PLANNING** - Jim Blum

No report.

**OLD (unfinished) BUSINESS**

None.

**NEW BUSINESS**

Communicable Disease Waiver/Release - Approved by the CSCI Board last month.

Discussion on how to handle refusal to sign the release. Purpose of the release is to protect the (CSCI) organization from liability. We have already had cross outs and signing under protest. Comments included: Should not be allowed in building if do not sign release, unfair to allow some people to not sign but attend in building, should we allow one time or more passes, revisions or protests invalidate the release and make it unacceptable, waiver only mentions communicable disease, Town of Clarence has waivers for individuals to participate in Town recreation programs, New York State Committee on Open Government seems to allow such requirements for "Public Meetings" as long as everyone is treated the same way.

## CSCI Board September 10, 2020 - Board Approved 10082020

Motion to put waiver/release content in the newsletter with notice that starting on October 1, 2020 a signed waiver/release must be submitted for file or a person cannot come into the building made by Paul Schulz. Second by Mary Anne Kermis.

Voting to approve waiver/release required beginning 10/01/2020 aye (10) Adams, Blum, Buckley, Gettings, Kermis, Meacham, Ruhland, Schulz, West, Westley.

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

Motion carried unanimously.

Comment that waiver/release form should have a date or revision number on it.

Comments regarding whether there should be a policy, Bylaw, or inclusion in membership manual of information regarding the Communicable Disease Waiver/Release.

Following discussion Board Secretary/Bylaws Chair agreed to get with Executive Director and come up with a proposal. Plan to send something out for comments.

Advance Notice - Executive Director comment that staff needs 24 hour notice of planned coming into the building in order to be able to be sure we meet all requirements.

Paycheck Protection Program (PPP) - Extensive discussion regarding if or how much Town should reduce the stipend amount this year as a reduction in cost because CSCI received PPP of \$44,804.

Comment that we should have the forgiveness resolved before a decision is final. The paperwork for forgiveness is in work and needs to be submitted. A great deal of effort was expended to get the PPP and a greater amount is required to get the forgiveness. The full amount, a partial amount, or nothing may have to be repaid depending on the forgiveness result. We expect to file for forgiveness shortly. We were able to apply for PPP because we are a separate (501c3) corporation.

The Town had asked the CSCI to plan for reduced costs without clearly suggesting a specific amount. The Town made other significant reductions including eliminating Youth Bureau and not hiring summer employees.

Comments included rumor that other Town departments were asked to reduce 10% for the year and why should we take a 20% cut, other participants in PPP may have other funds, we should consider amount of CSCI operating budget that the CSCI raises compared to what the Town stipend provides, PPP funds are now in CSCI accounts and would be a big loss if removed, CSCI should receive something for the effort required to get the PPP, CSCI received both stipend and PPP for the same period, we may have to sell investments to cover amount of PPP that is given up, Town may feel that the full amount we received in PPP should be reduced from the stipend as a fair share of cost reduction, we worked hard for the PPP and we shouldn't have to give it all up..

Consensus that we need to discuss this with our Town Liaison. Probably the Executive Director and the Board Chair should talk to him.

October Meeting - Motion to eliminate the October CSCI Board meeting made by Mary Anne Kermis. Second by Paul Schulz. Comments regarding amount of or lack of matters that will need Board attention in October. Some members can't be available for the October meeting. The Bylaws allow up to three meetings per year to be cancelled.

Voting to cancel the October CSCI Board meeting aye (4) Gettings, Kermis, Meacham, Westley. Voting nay (5) Adams, Blum, Buckley, Ruhland, West. Voting abstain (1) Schulz. Motion lost. There will be a meeting in October.

Board Chair will follow up to assure a quorum for the October meeting.

**CSCI Board September 10, 2020 - Board Approved 10082020**

Public Comments - Board policy decisions regarding Public Comments were distributed in the Board packet. They were reviewed by the Board Secretary with preferences noted.  
Proposal to be offered at October meeting.

**EXECUTIVE SESSION**

None.

**TOWN BOARD LIAISON - Bob Geiger**

No report.

**PUBLIC COMMENTS (received in writing)**

Chair Comment - Folder on table.

No Public Comments submitted at the meeting.

**ADJOURNMENT** - There being no other business, Chair adjourned the meeting at 10:17 am

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**TRAINING SESSION - None.**

**TOWN HAPPENINGS - Bob Geiger -**

No report.

**Next Regular Meeting - October 8, 2020**

Jim Blum, Secretary