

Silverton Area Seniors Inc. / Silverton Senior Center

Board Meeting Minutes of May 14, 2024 DRAFT COPY

1. WELCOME

The meeting was called to order at 10:02 pm by Joanne Pfau (president) at the Silverton Elk's Lodge, at 300 High Street in Silverton.

The board members present were Tammie Sakai, Dee Martin, Terry Brandon, Jim Wilson, Susan Downey, Jan Holowati and Jenny Ohren. Representing the Senior Center were Simone Stewart (executive director) and Larry Ferguson (bookkeeper).

The guests present Kay Strobel, Diane Stone, Rose Hope, and Ken Roth.

2) PUBLIC COMMENTS

There were no comments from the public.

Corey Misley came to the meeting to discuss the repairs, bids and timeline for the re-opening of the Senior Center. One bid has been received by the City. However, it was higher than what the insurance thinks is necessary. The bid has been reduced. If the insurance approves the amount, then the bid will go to City Council to be approved. Only then can work begin. A cautiously optimistic estimate is that we may be back into the building in September. The insurance is only covering the cost of repairs back to the way it was before the water damage.

Jim Wilson expressed concern about homeless people hanging out and/or sleeping on the patio. Litter is being removed regularly from the patio. The power to the outside outlets in the building has been disconnected to discourage people from hanging out on the patio.

3) APPROVAL OF MEETING MINUTES

Terry Brandon moved to approve the minutes from April 9, 2024 as written. Jan Holowati seconded the motion. The motion passed.

4) APPROVAL OF FINANCIAL REPORT Terry Brandon

Please see the attached financial report.

Terry Brandon said that the Senior Center is in solid shape for now, despite the closure and loss of rental income. Casino Royale and the Luau will bring in more income. Once we get back into the building, we will be doing better. In the meantime, money has been invested in CD's and an interest-

bearing checking account (at 3%). These are secure, small investments that are generating interest income.

5) COMMITTEE REPORTS

A) Finance Terry Brandon reported that the committee met on May 13. The investments and balance sheet are being carefully watched.

B) Safety Rose Hope is waiting for approval for the revisions to the safety document. It was decided to delay the approval because the location of supplies and other items will need to be updated once we return to the building.

Simone Stewart expressed concern about listing individual caregivers in the resource guide. We do not screen them nor do we endorse any of them. Joanne Pfau, Jenny Ohren and Simone Stewart all agreed that it is a liability to include individual caregivers in our resource guide. Terry Brandon moved

to eliminate individual caregivers from the resource guide. Dee Martin seconded the motion. The motion passed. Rose Hope will update the resource guide with assistance from Jan Holowati.

C) Membership Cindy Pease has stepped down. Many thanks to her for all her work and help with membership records.

There were 20 new memberships this month. Larry Ferguson is sending out reminders to renew memberships. Online payment of membership dues is up 30%.

D) Fundraising Simone Stewart reported that both the Luau and Casino Royale are on track in their plan. Willamette Valley Bank will provide the dealers for Casino Royale. Volunteers are needed for the Silent Auction and to check people in at the door. The food and entertainment have been arranged for the Luau. Tickets have been printed and will be on sale soon. Tickets can be purchased online on our website or at Casa Bella. Thank you to all of the volunteers who are working on these fundraisers.

6) APPROVAL OF OUR TOWN AD

Terry Brandon moved to approve ½ page ad for 12 months for \$4740. Tammie Sakai seconded.

The motion passed. If we prepay the whole year, we can get a 3% discount which would bring this to \$4597.80.

7) UPDATE/APPROVE:

Job Descriptions: approved as updated

Holiday closures: approved to follow the City's holiday schedule

Discounts for members:

Approved 10% discount for rental fees when renting the senior center

Veterans receive 50% discount on their membership dues

Pet Policy It was decided that no pets will be allowed in the Senior Center except service animals.

These policies will be put into the Policies and Procedures and be voted on at a later meeting.

8) DISTRIBUTE POLICIES AND PROCEDURES FOR REVIEW

Joanne Pfau gave each member of the Board a section of the policies and procedures to review in depth and bring any questions or concerns to the May 28 Work Session for discussion. It is the goal that the Policies and Procedures can be approved in June.

9) EXECUTIVE DIRECTOR'S REPORT

Simone Stewart said that we made \$66 on concessions at the Open Mic Night. This was a fun event, not a fundraising event. Attendees said it was a good time.

She also expressed the need for Planned Giving to the Senior Center. She is also working with Zply to get their wiring done before the sheet rock goes up.

Respectfully submitted,

Connie Barkley, Susan Downey, and Joanne Pfau