

SENIOR CENTER OF YORK
YORKTOWN, VIRGINIA
BOARD OF DIRECTORS MINUTES
July 12, 2017

1. Call to Order

Carol Scott Chairperson called the meeting to order at 10:03 a.m.

Dee Davis conducted the roll call and recorded Minutes.

2. Roll Call

Board members present: Lynda Bush, Arlene Connell, Viana Dail, Dee Davis, Brian Fuller, Tom McNamara, Buck Rodgers, Carol Scott and Betty Titus

Board members not present: Donna Gilroy, Bill Massey

Staff members present: Lynne McMullen, Gerald Patesel, Minnie Sippio

Staff members not present: none

3. Approval of Minutes

A correction was made to add Bonnie Fitz to the June roll call. A motion was made by Viana Dail to accept the June corrected minutes as presented and Betty Titus made a second motion. All board members were in favor and the minutes were approved.

4. Financial Reports

A. Peninsula Agency on Aging

Gerald Patesel provided a monthly financial report from PAA that indicated expenses were as usual.

B. Senior Center of York Treasurer's Report

Arlene Connell reported on the SCY monthly report. Arlene and Lynne answered questions regarding anticipated costs of publishing the SCY cookbook. A motion was made by Viana Dail to accept the monthly treasurer's report and Dee Davis made a second motion.

5. Committee Reports

A. Center Facility Operations

Tom McNamara reported the painting job at the SCY for the dining and walk through area was scheduled for July 17-18th. Accommodations are being made for regular activities to continue during the painting. Board members explored the need for a park bench to accommodate patrons at the entrance outside the SCY.

B. Center Programs

Carol Scott reported there were 1,265 patron visits in June 2017. Carol Scott announced all regular monthly activities listed in the Observer continue to have participation. July and August highlighted programs and activities include: the popular two- day AARP safe driver course, SCY Pandolfi concert in July at St. Marks Church, craft day features a paper-folding art project, a Spirit of Norfolk outing is scheduled in August, the birthday bash is the July 28th; and also in August a "Mocktail" event will offer non-alcoholic drinks using fruit juice recipes and highlighting summer safety and beverage guidelines.

C. Health Programs

Minnie Sippio announced the Active Living Everyday Workshop had 8 regularly attending participants. The Dining Club serves an average of 113 meals per month and York Co. transports 4 regular members. August 9, Doug Smith of York Co. Fire and Life Safety will present a session on Emergency Preparedness and knowing your "Zone for Evacuation." Aug. 23 from 1-3 p.m., a panel of area experts will talk about senior services. Flu shots at the SCY are scheduled for October 24 from 9:30-11:30am by Sentara. Shots are free but patrons must pre-register. July 19, the Triad is hosting an annual ice cream social that includes a speaker from Fair Housing addressing the issue of hoarding. A "Matter of Balance" workshop will be held Sept. 12 through October 31. The workshop is to help reducing the fear of falling and increasing activity levels. The Senior Safety Summit is October 18 at Northside Church and includes a host of special speakers.

D. Peninsula Agency on Aging

Mr. Patesel reports that PAA is in the last quarter of their fiscal year and are working on the budget and trying to plan ahead. The area Boys & Girls clubs are visiting Dining Club sites to join patrons in several interactive events including making simple musical instruments. Also jewelry making is being done by a volunteer with donated beads and supplies. There is also a Meals on Wheels project with supplying pet food for those who have pets.

E. York County

Brian Fuller mentioned the County could assist in helping to notify patrons of upcoming events and activities through social media and by sending e-mail reminders to patrons

such as the Pandolfi concert. York County is advertising for applicants to fill the vacancies on the SCY Board and advertising was also done at the YMCA. The budget process is on-going and preparations are being made for FY2019. Mr. Fuller encouraged board members to think about enhancements from the Board of Supervisors that they would like to see at the SCY such as trips.

6. Old Business

Event preparations are in place for the pre-4th of July indoor Picnic and the Pandolfi concert.

7.

New Business

The "Taste of Nations" event is scheduled for September 29. Board members will need to volunteer to help make this successful.

Board members recommended a prominently placed suggestion box for patrons to help with ideas for center programs. Another recommendation was to ask the NASA and Jefferson Lab retiree news system to recruit a computer instructor for the center.

The Birthday Bash on November 17th will honor the Center's annual Anniversary.

Information

None

Announcements

There will be no monthly Board meeting in August. The next board meeting will be on Wednesday September 13, 2017. A motion to adjourn was made by Viana Dail and seconded by Lynda Bush at 11:05 a.m.

SENIOR CENTER OF YORK
YORKTOWN, VIRGINIA
BOARD OF DIRECTORS MINUTES
September 13, 2017

1. Call to Order

Carol Scott Chairperson called the meeting to order at 10:05 a.m.

Dee Davis conducted the roll call and recorded Minutes.

2. Roll Call

Board members present: Arlene Connell, Viana Dail, Dee Davis, Brian Fuller, Tom McNamara, Buck Rodgers, Carol Scott and Betty Titus

Board members not present: Lynda Bush, Donna Gilroy, Bill Massey,

Staff members present: Lynne McMullen, Gerald Patesel, Minnie Sippio

Staff members not present: none

3. Approval of Minutes

A motion was made by Viana Dail to accept the July minutes as presented and Betty Titus made a second motion. All board members were in favor and the minutes were approved.

4. Financial Reports

A. Peninsula Agency on Aging

Gerald Patesel provided a monthly financial report from PAA indicating that this was the last month of their fiscal year and that expenditures were as usual.

B. Senior Center of York Treasurer's Report

Arlene Connell presented the SCY annual audit review report and regular monthly financial report.

5. Committee Reports

A. Center Facility Operations

Tom McNamara reported the painting job in the kitchen at the SCY is completed. The floors in Suite 4 will be cleaned soon. Benches for the primary outdoor entrance are still being considered for over the next few months.

B. Center Programs

Carol Scott reported there were 1,557 patron visits in August 2017. Carol Scott announced all regular monthly activities listed in The Observer continue to have participation. The September Birthday Bash will feature Jon Durfee to sing, play keyboards and banjo. A special Saturday event, "Hunt for History" will be held on September 23rd from 10 am to 2 pm; members of the York county Historical Society to help participant's research their ancestry using the Internet and various websites. Scrapbooking with Nancy Beaton will take place Thursday, September 28, from 10 am to noon. Lynne McMullen and Betty Titus are working together to prepare for the Taste of Nations event scheduled for September 29. Board members were asked to volunteer to help with the event. There was also a program request for a beginner bridge group.

The SCY will be connected to a new York County weather hotline phone number system but the SCY will also continue to use the voice message recording for callers. The hotline number is 890-3501 and the extension is 36# for the Senior Center. Mr. Fuller explained that participants can subscribe and can choose if they would like to receive an e-mail or phone alert when the Senior Center is closed. The hope is for participants to use this application.

C. Health Programs

Ms. Sippio reported that the Emergency Preparedness event at the SCY led by Doug Smith had 13 attendees. Thirty-five participants attended the panel on senior services held at the Senior Center with the representation of 7 agencies. Thirteen to fourteen SCY Dining Club members enjoyed the Boys and Girls club members who came for fun with musical instruments one week, and another week of music and songs together. Twelve to sixteen participants have been involved in the Matter of Balance workshops that address limited physical activity and the concern of falling among older adults. Registration for flu shots begins October 4 and the day for shots will be October 24 at the SCY. The 22nd Annual Senior Safety Summit is scheduled for October 18 and will be held at Northside Christian Church.

D. Peninsula Agency on Aging

Gerald Patesel reported that as far as nutrition, it looks like PAA will have level funding. The Boys & Girls Club finished up their visits to the nutrition sites and it went well. Plans are being made to have them back next summer. A partnership with William & Mary Law School is being worked on with free will income eligibility; on your own this service can be \$600. October is Caregiver's Month and you can nominate a caregiver for an award. There was a panel discussion about One Call Transportation in York County & Williamsburg partnering with Williamsburg Area Transit Authority, (WATA) and

Williamsburg Faith & Action to establish one call for transportation to try to simplify the process for callers. There will be no Dining Club on September 15.

E. York County of York

Brian Fuller announced the re-schedule of the Labor Day Virginia Symphony event at Riverwalk was that night at 7 p.m.

Mr. Fuller provided Mark Medford as the contact person for the SCY to set up an information and education booth at the Riverwalk Farmers Market.

6. Old Business

The Pandolfi concert was again well received and appreciated by attendees.

Billy Mitchell, popular musician/entertainer at SCY Birthday Bashes, has requested a raise in his fee to \$125.00. A motion was made by Arlene Connell to accept the new fee rate and Viana Dail made a second motion. Board members approved the motion.

7. New Business

Betty Titus has solicited several restaurants to contribute to the Taste of Nations event, with donations from P. F. Chang's Chinese food and Juan's Mexican food. Board Members will need to volunteer to help make this successful. Set up in Suite 3 is scheduled for 9:15 a.m. on Sept. 29. Other volunteers are needed for food pick-ups, serving and cleanup.

Nikki Headley is the entertainer for the November 17th Birthday Day Bash to celebrate the SCY Anniversary.

The SCY continues to seek new Board member applications to fill vacancies.

The Christmas Luncheon is tentatively scheduled for December 8 and Ms. McMullen is currently planning for this event.

The SCY Spring Fundraiser was presented for scheduling. A motion was made by Arlene Connell to set the date for March 24, 2018 and Buck Rodgers made a second motion. Board members voted to approve this date.

Announcements

The next Board meeting will be on Wednesday October 11, 2017. A motion to adjourn was made by Betty Titus and seconded by Buck Rodgers. Board members approved the motion.

SENIOR CENTER OF YOKR
YORKTOWN, VIRGINIA
BOARD OF DIRECTOR'S MINUTES
October 11, 2017

1. Call to Order

Carol Scott, Chairman, called the meeting to order at 10:05 a.m.

Carol welcomed Lynda Bush back.

Viana Dail conducted roll call and recorded minutes.

2. Roll Call

Board members present: Carol Scott, Brian Fuller, Arlene Connell, Viana Dail, Lynda Bush, Tom McNamara, Betty Titus.

Board members not present: Bill Massey, Donna Gilroy, Buck Rodgers, Dee Davis,

Staff members present: Lynne McMullen

Staff members not present: Minnie Sippio, Gerald Patesel

3. Approval of Minutes

A motion was made by Lynda Bush to accept the September minutes as presented and Betty Titus seconded the motion.

4. Finanacial Reports

A. Peninsula Agency on Aging – No report

B. Senior Center of York Treasurer's Report

Arlene Connell presented the regular monthly financial report. Concerning the Taste of Nations event, less than \$400 was spent from the Center's account with the donated items. Brian Fuller motioned to approve the SCY Treasurer's report and Betty Titus seconded the motion.

Arlene Connell also reported that Taste of Nations was a slightly smaller event this year, but everyone enjoyed themselves. Several other board members participated and agreed. Carol Scott thanked those who came out and helped.

5. Committee Reports

A. Center Facility Operations

Tom McNamara reported that the floors have been redone and look good.

B. Center Programs

Carol Scott reported that there were 1513 patron visits in September 2017. October highlighted programs include the 18 October Senior Safety Summit, 23 October Master Gardener Pumpkin Design, 25 October Author Graham Flowers will discuss his Western Mystery "Shadow Trails". The Observer newsletter included a reminder for the new Weather Hotline Notification System; the October 2-3 AARP Driver's Safety class, and the 24 October Flu shot which individuals need to pre-register.

C. Health Programs

Lynne McMullen reported about the upcoming Safety Summit which Minnie Sippio was working on. The vendors have been contacted and confirmed and we are looking forward to the program. Several board members said they enjoyed breakfast and the shredding event as well. The Matter of Balance workshop is going well, and the Active Living Every Day with 5 participants has not drawn as big a crowd, but those who have been coming said they have found it beneficial. The previous ALED class has also been meeting to walk on various Wednesday mornings.

D. Peninsula Agency on Aging – No report

E. York County

Brian Fuller reported that the budget process has kicked off and department agencies will be very busy submitting their requests in the next few weeks. The County is going to a new four-part financial system with several different phases. Enhancements are being put in the budget for automation as well. For example, the Senior Center wants to enhance computer capacity and administrative tasks at the front desk. Mr. Fuller suggested an automated system similar to YMCA where patrons can use a card that can be scanned instead of having patrons sign-in each time. This system would allow for better tracking and showing peak times for scheduling and for various programs. The use of credit cards at the Senior Center was also discussed as more patrons are requesting to use them. Patrons could also possibly register on-line which would shorten lines for people. A challenge with the

credit cards could be in handling refunds, but would be more convenient since not as many people are carrying as much cash.

6. Old Business

There was a lot of food for the Taste of Nations event. Restaurants tend to donate more than expected and portion sizes vary, but we were happy not to run out. Letters of appreciation are being prepared. Perhaps copies could be sent to general managers of each restaurant too.

Arlene Connell suggested we sell the cookbooks for \$10 per book. Cookbooks will be available and sold at the front desk. Perhaps board members would like to sell books. Arlene will talk the cookbook up in Body Renewal and to the Dining Club. Viana Dail motioned that \$10 was a fair price and Brian Fuller seconded. Brian Fuller suggested some of the cooks make recipes that are in the book and pass samples out at the Center. There are 200 books and they are ready for sale today.

Charlotte Tyeryar will be contacted to help with the Anniversary Birthday Bash.

Sodexo, from the school system, and Encore who prepares the food for PAA have been contacted about doing our Christmas Luncheon (now December 1) – There was also a previous suggestion of contacting a culinary school in Oyster Point and Golden Corral. In the past the menu has been chicken, lasagna, or spaghetti. Lynne McMullen will contact the board concerning further updates on this event.

The Spring Fundraiser date is Saturday, March 24. Lynne McMullen asked that everyone make sure that is a good date and to start thinking about ideas and putting committees together.

7. New Business

There will **not** be board meeting in December. The board is usually working on the anniversary and Christmas celebrations.

Lynne said that the York County Home Owner's Association meeting would meet at the Senior Center that evening.

Patrons had asked if there was a bridge teacher who could help them learn bridge. There is a Bridge teacher (Cathy Hildebrand - 345-3793) who has taught Bridge for several years. Also some bridge groups want to become part of a larger group.

Dee Davis is now the full time leader for Body Renewal. She will have a conflict for a few

months with our meetings. It was asked if anyone is willing to fill in recording minutes while she is away.

The next Board meeting will be on Wednesday, November 8, at 10 a.m. A motion to adjourn was made by Viana Dail and seconded by Arlene Connell.