

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
April 24, 2020

Executive Board Members

Phyllis Tumey, President
Bob Halvorson, Executive Vice President
Lynn Kroloff, Vice President of Membership and Outreach
Steve Lockwood, Treasurer
Sherry Fogleman, Secretary
Doris Rollins, Immediate Past President

Committee Chair Members

Patty Hasty, Activities Committee Chairman
Al Wonstolen, Liaison to Community
Sports Chairman - OPEN
Jon Hendricks, Transportation Committee

Staff Members Present

Debbi Haynie, Executive Director

Legal Advisor

Wendy Monteith

Phyllis Tumey called the meeting to order at 1:05 pm.

Secretary's Report

The minutes of the March 20, 2020 board meeting were approved by consensus.

Treasurer's Report

Steve reported that our finances are doing better than normal because there has been no expense for activities and few other expenses. He noted we are still able to make the monthly payments to the reserve account.

Investments are coming back up but still not where they were before the virus crisis.

A motion was made by Doris and seconded by Lynn to approve the financial report for March 2020 as presented. The motion was approved unanimously.

Steve reported that he and Doris were tasked with creating a strategic report with an emphasis on finance for 2020. He referred to the draft document titled "2020 Strategic Emphasis on Finance" and explained it to the board. He asked that the board review the report and email him with comments.

President's Report

Phyllis reported that she has been working closely with Debbi on Center's response to the virus crisis. That has been her focus for the past month.

She praised Debbi and her staff for all the work they have been doing for the Center and members. She also noted that in April is Administrative Professionals Day and she purchased \$25 King Soopers cards for each staff member from the board to say thank you for all you do.

Executive Vice President's Report

Bob reported that we have received a donation from an anonymous donor, and he would like to see if we can get larger donations from members to match that donation. He also mentioned that Jim Weglarz has been talking to golfers about donating as well.

Membership/Outreach Vice President Report

Lynn noted that there is concern about the membership numbers. She and Steve will meet with Debbi regarding understanding the numbers better.

Lynn noted that we are doing more virtual activities for the members and she is concerned that members may not want to pay their full membership fees since the Center has been closed.

After a short discussion about the possibility of extending each member's membership for 90 days if there are a lot of complaints. The board agreed to table this discussion for another month.

Lynn complimented Debbi and Phyllis on what they have been able to accomplish during this time.

Immediate Past President

Doris reported that she has an interested person for the Sports Chairman position on the board. She and Bob will be talking with this person soon to provide more information about the position and the board.

Doris also noted that the EB has decided to postpone the Senior Summit until we know more about the outcome of the virus crisis.

Doris explained that she has completed the Policies & Procedures document she has been working on and proposed that it be kept by the Board Secretary. Sherry agreed to accept this responsibility.

Executive Director's Report

Debbi review the Center grants and explained that she has contacted many of the grantors to see about changing the "use" criteria for the grants so that it can be used for operational expenses. She also reported on several other funds she has been able to obtain for the Center.

Debbi also referenced and responded to questions about the spreadsheet in the board package that shows what the Center has been doing each week for members of the Center and our riders' program.

She noted that the Center is also arranging virtual ways to reach our membership, i.e. Low Vision Group and Active Minds. In addition, they are looking into virtual bingo and out to dinner/lunch through Zoom.

The Sewing Group is making masks and have donated over 800 masks to the South Metro Fire Department and 280 masks to Skyridge Medical Center.

Debbi has also reduced the insurance coverage on most of the vehicles that are not in use at this time saving about \$700 per month.

COMMITTEE REPORTS

Activities Report

Patty reported that other than what has been reported above and, in her report, it's been pretty quiet for her.

Liaison to the Community Report

Al reported that there have been no meetings held that he usually attends so he also has nothing to report.

Sports Report

Debbi reported the soonest that the golf league may be able to begin is the beginning of June. You can play on your own but must follow the golf course's social distancing rules. She reported that softball is still on hold and no hiking is being conducted by the Center at this time. Bowling is over for the season.

Transportation Report

Jon reported that the number of rides has decreased, therefore our gas costs have been lower. For those vehicles that are being used, he sanitizes those vehicles each Wednesday.

Legal Advisor

Wendy has nothing to report other than she is helping Debbi as things arise.

OLD BUSINESS

The Board reviewed the nominations for Honorary and Lifetime Membership Awards. Nominations were submitted for Lifetime Awards for Gene Gray and Irene Henning and a nomination for the Honorary Membership was submitted for Mike Kilman, Recreation Manager for the Town of Castle Rock. After a short discussion,


A motion was made by Sherry and seconded by Doris to present Lifetime Membership Awards to both Gene Gray and Irene Henning and an Honorary Membership Award to Mike Kilman. The motion passed.

ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 2:15 pm.

Respectively submitted:


Sherry Fogelman, Secretary


Phyllis Tumeay, President

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Motions Page

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