

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
January 17, 2020

Executive Board Members

Phyllis Tumey, President

Executive Vice President – OPEN

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

Bob Halvorson, Sports Chairman

Jon Hendricks, Transportation Committee

Staff Members Present

Debbi Haynie, Executive Director

Legal Advisor

Wendy Monteith

Lynn Kroloff was unable to attend this meeting; her proxy is Steve Lockwood.
Patty Hasty was unable to attend this meeting. Her proxy is Bob Halvorson.

Phyllis Tumey called the meeting to order at 1:02 pm. She began the meeting by reading an article titled "You Are Responsible".

Secretary's Report

The minutes of the December 20, 2019 board meeting were approved by consensus.

Treasurer's Report

Steve reported the good news regarding our investments in 2019. For the Foundation we invested \$354,509 and at year end the funds had grown to \$402,248, a 13.75% increase. The Senior Center funds invested (\$76,000) increased to \$174,000 or a 6.5% increase.

Steve reported that for 2019 vehicle maintenance was over budget. He also noted that he will be able to move about \$7,000 from last year's (2019) funds to the reserve fund.

Steve informed the board that the audit this year will be March 25-27, 2020.

President's Report

Phyllis reported that she attended the Douglas County Senior Council meeting and participated in the 2020 Census presentation. That same presentation will be conducted at the Center on February 20, 2020.

It was agreed that the board will discuss raising the membership fee to \$40 per year after we have received the results of the membership survey.

Executive Vice President's Report

Debbi reported on the EVP report. She reported that the 2019 craft fair brought in about \$5,000 more this year than last. The final total was \$37,055.79. Included in that figure is also the final for the post sales Boutique of \$3,954.15. What a great year!

Included in this report were dates for next year's Craft Fair (November 7, 2020), for the Senior Life Expo (April 16, 2020) and for the Golf Tournament (September 2, 2020). Also, of note on that report is the schedule for the Dining to Donate to add to your calendars.

Membership/Outreach Vice President Report

Lynn was unable to attend the meeting; however it was reported the membership total as of 1/15/2020 at 1138 members.

Immediate Past President

Policies and Procedures – Doris asked the board to review the list of Policies and Procedures included in the background material and to let her know of any other documents that should be included on that list.

Vintage and Vibrant – They are looking at potential topics for the 2020 event.

Senior Center Summit – Doris will be chairing the event and is looking for a group to help her plan the event. She would also like a person to be the vice chair of the event. This will be a topic for our next offsite meeting.

Executive Director's Report

Debbi reported on the status of various grants/funding. She also referenced several year-end reports in our background material that give you an idea at how many people and services are being utilized.

Debbi also reported that the Membership Survey email went out on January 10th and as of 1/15, 161 surveys had been submitted.

Debbi noted that our anonymous donor will be able to make a \$7000 contribution again this year.

COMMITTEE REPORTS

Activities Report

Patty was not at the meeting. No verbal report was given.

Liaison to the Community Report

Al attended the Douglas County Senior Life Council meeting and listened to a presentation by a representative from the U.S. Census Service about being involved in the Census this year.

The D.C. Senior Services Foundation met to set plans for the year and to accept the resignation of Sandy McCurdy. Her replacement is Melanie Worley.

Sports Report

Bob reported that golfers are starting to sign up for this year. The bowlers are still active this spring.

Transportation Report

Jon reported that everything is look good and that the vehicle maintenance cost was just \$144 this month. He is looking forward to the new wheelchair accessible van.

Legal Advisor

Wendy was unable to attend the meeting but sent a memo describing what she has learned about the minimum wage issue. Here is the statement she sent,

“Colorado has passed a law that now allows local governments to have higher minimum wage than the state of Colorado. So, Douglas County or the Town of Castle Rock could pass laws that require higher minimum wage than Colorado’s \$12 an hour.”

OLD BUSINESS

Confidentiality Statements and Conflict of Interest Forms

Phyllis asked each board member to sign and return to Sherry both the Confidentiality Statement and Conflict of Interest forms before the end of the meeting. Sherry will make copies for Debbi.

NEW BUSINESS

Election Procedures – Phyllis informed the board that the Election Procedure document was revised slightly and was approved by the Executive Board. Debbi will make the edits to the document and bring it to the next board meeting for approval.

April Board Meeting Date – Due to conflicts for some of the board members, the April meeting was changed from April 17 to **April 24**.

EVP Position – Phyllis informed the board that Bob Halvorson is interested in the EVP position on the board. Bob confirmed his interest for the board and mention that his 40 years in customer and business development should work well for him in this new position. Bob was asked to step out of the meeting.

Al Wonstolen moved, and Steve Lockwood seconded the motion with unanimous agreement from the board to appoint Bob Halvorson to the position of Executive Vice President.

Bob returned to the meeting and was congratulated on his new position.

Moto Car Wash – this fundraiser has been discontinued. Moto will no longer offer the discount car wash tickets for us to sell. Those that have already been purchased will still be honored. Bob is meeting with a car wash in Castle Pines to inquire about a similar program.

Board Member Job Descriptions – Phyllis passed copies of the individual job descriptions for each board position and asked for comments, changes or clarifications on their descriptions at our next meeting.


Board Member Goals for 2020 – Phyllis asked for each board member to develop goals for their positions and bring them to the February meeting.

Credit Card Policy – The board members were reminded that if they have a senior center credit card in their name or if they use the center's credit card they each need to sign the new policy.

ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 2:18 pm

Respectively submitted:


Sherry Fogleman, Secretary


Phyllis Tumey, President

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Motions Page

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