

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
March 20, 2020

Executive Board Members

Phyllis Turney, 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

Bob, Lynn, Doris, Patty, Al, Jon and Wendy attend the meeting via conference call.

Phyllis Turney called the meeting to order at 1:01 pm.

Secretary's Report

The minutes of the February 21, 2020 board meeting were approved by consensus.

Treasurer's Report

Steve referenced the Statement of Activities Budget Performance report for February 2020 and responded to questions. He noted there are no expenditures coming up soon.

He also reported that our Investments are down. The reserve account is down by 16.5% or at \$146,122 and the Foundation is down 18.2% or at \$330,000.

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

Steve also informed the board that he has pushed the Audit out for 30 days due to the virus crisis.

President's Report

Phyllis reported that she came back from vacation early and has cancelled all her trips for the near future. She has been working closely with Debbi to adjust things at the Center to continue to help our members through this hard time.

She noted that if we are put on "shelter in place" the federal government has sent a notice that the Center can continue to help seniors that need food, shelter and other needs, in order to continue to serve our members.

We will continue to keep the police informed since our drivers will still be out and about helping our members.

Phyllis and Debbi are working on how to continue delivering Meals on Wheels and meals provided at the Center by Volunteers of America.

Debbi will keep a log of what the Center is doing to help the seniors which will help with necessary grant changes.

Executive Vice President's Report

Bob reported that fundraising has basically been put on hold. We also had to refund a few of vendor checks.

Dining to donate has been cancelled until further notice.

He reported that Motospa may resume their business with us with a few changes to the program. He will notify the board when the deal is completed. He is still talking with the Meadows Carwash as well.

Membership/Outreach Vice President Report

Lynn reported that membership is up to 1132. She has also been working with Debbi regarding comments on the survey.

Immediate Past President

Recruiting for vacant board positions – Sherry will contact a person on the bowling team about the possibility of the Sports Chairman position. She'll let Doris know as soon as she reaches out to this person.

Colorado Recreation Association – Doris mentioned that this is an active adult group that also holds meetings between senior centers. This can be joined by anyone and may be another avenue for the Senior Summit.

Executive Director's Report

Debbi reported that she is working with our grantors to move money to operational areas to use during the virus crisis.

She also reported that the new fax line is now operational which should bring a savings of about \$1140 per year.

The Credit Card Merchant, MSB, deal is still in the works. We will still be required to pay the credit card fees but will be receiving the government discounted prices which are less than we've been paying. They will also provide us with five mobile devices free of charge that we can use at the Craft Fair.

Castle Rock Chamber of Commerce – Annual Banquet, April 25th – has been moved to June 27th.

Debbi introduced an opportunity to win \$1,000 in a Virtual Ducky Derby Race. She shared a sheet introducing "Rockin' Seniorita" and asked that we cheer (vote) for Rockin' Seniorita when we purchase tickets online for this year's Castle Rock Ducky Derby. The Center will not be selling Ducky Derby tickets this year, they can be purchased online.

Debbi noted the May newsletter will be more virtual based and provide ideas of things Seniors can do while staying at home.

Debbi reported that the hours for the Center during this virus crisis will be from 9 am to 1 pm. The staff will also be working from home. Calls from the Center will go directly to them at home. Front desk calls will go directly to Amber at home.

COMMITTEE REPORTS

Activities Report

Patty reported there have been 6 people cancel their reservations for the Music Cities trip. Colette will provide full refunds for those cancellations. So far there have been no cancellations for the Alaska trip.

Liaison to the Community Report

Al reported that he attended the meeting of the Senior Services Foundation where they mainly discussed a fundraiser at the Corner Bakery in Highlands Ranch scheduled for May 1st.

Sports Report

Debbi reported that the Golf and Softball registrations can still be done by email and online. Softball has been suspended for 2 months. Golf is still on track, although all meetings for golf have been cancelled until further notice. Bowling has been suspended due to the virus. Kay Wolfe, the bowling coordinator, recently fell and broke her ankle, but Debbi and she are still working on the final bowling get-together for later in the year.

Transportation Report

Jon reported that the total rides for the month were 788. Expenses this month were for inspections that needed to be done.

Legal Advisor

Wendy reported the courts are closed so not much is happening at this time. She suggested that we just deal with items as they occur and that she is available if needed.

OLD BUSINESS

Board Job Descriptions and 2020 Board Member Goals – Phyllis asked the board to review their job descriptions and to give any changes to Sherry who will make those changes and send them to Debbi to post when completed.

A motion was made by AI, seconded by Doris and unanimously passed to approve the 2020 job descriptions changes as submitted.

Goals – The board member all turned in their 2020 goals to Phyllis.

NEW BUSINESS

Lifetime and Honorary Membership Nominations – Phyllis reminded the board that nominations for Lifetime or Honorary Membership are due by March 31.

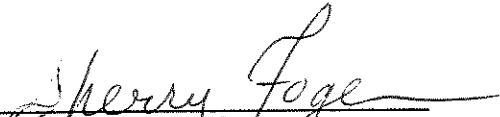
The recipients will be selected at the April 24th executive board meeting.


May Volunteer Appreciation Luncheon – this will be cancelled for May.

ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 1:45 pm.

Respectively submitted:


Sherry Fogleman, Secretary


Phyllis Tumey, President

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Motions Page

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