

CASTLE ROCK SENIOR ACTIVITIES CENTER  
Minutes of The Board of Directors Meeting  
June 19, 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  
Cynthia Timmons, Sports Chairman  
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. All members were present.

Secretary's Report

The minutes of the May 22, 2020 board meeting were approved by consensus.

Treasurer's Report

Steve provide a report on the Edwards Jones Investments indicating we recovered much of our losses and are again looking positive. The Foundation account is positive at \$404,892.69 or up .39 %. The Center's account is positive at \$176,920.22 or up 1.04%

The audit has been completed. It took only 2 days this year partly because of excellent Greg's organization and preparation for the audit. Jim Davis was very complimentary of Greg's work. Jim reported to Steve that the audit looks very good.

Steve reported that the 2020 budget is looking good. We are ahead of budget at this time. Debbi and staff have contributed much to the positive budget due to their efforts to keep costs down and Debbi's work on getting Covid grant money.

Steve and Debbi are currently working on the 2021 budget with plans to present a first draft at the August board meeting.

Steve provided an updated document on the Reserve/ Investments Status Report.

A motion was made by Doris and seconded by Lynn to approve the May financial report. Motion carried.

#### President's Report

Phyllis informed the board members that she has spent much of her time this month either helping out at the Center or on the phone with Debbi. She noted she will be working elections beginning tomorrow through July 2<sup>nd</sup>.

She informed the board that the Executive Board (EB), Cynthia Timmons and Debbi met on July 16<sup>th</sup> to discuss the sports leagues. After discussion, the EB decided that there would be no golf or softball leagues this summer due to Covid and discussions with the Redhawk Golf Course staff and Stan Harbour of the Colorado Senior Softball Association. A letter will be sent to the members who play on the golf leagues and the softball teams offering to return their registration fees or if they are willing to donate their fees to the Center.

#### Executive Vice President's Report

Bob reported that fundraising is on hold for now. He is still working with the Meadows Carwash to try to cement a deal that will benefit both the carwash and the Center.

#### Vice President- Membership Report

Lynn reported that membership renewals are trickling but that many members have indicated they will wait until the Covid virus is under control before they renew their memberships.

#### Immediate Past President's Report

Doris explained to the board that our anonymous donor for the Loving Life Challenge may not be able to donate as much next year as he has in the past. She suggested that perhaps the board members could donate the amount that will be lost next year. An amount would be decided, and each board member would commit to donating that amount. She indicated that we could use the fact that next year is the Center's 50<sup>th</sup> Anniversary in our advertising for this challenge.

Doris and Bob will meet to discuss details for this idea and the board will discuss later in the year.

#### Executive Director's Report

Debbi reviewed the grants pending.

She informed the board of the new hours staff will be working. Each staff member will be working 2 days a week from home and in the office 3 days a week. All staff members will be in the office on Wednesdays. New hours will be 7:30 am to 3:30 pm with no lunch hour. Wendy expressed concern about no lunch hour and will look into those laws and report back to Debbi.

A discussion was held on re-opening the Center. Debbi asked the board to come up with a target date to re-open the Center. We would have to open on a limited basis with perhaps two opening times per day. Members would need to make reservations to come into the Center. It could be a soft opening to last for a couple of months. Debbi mentioned that the rec center opened but each person must make a reservation to enter and can spend only one hour there. They are keeping the numbers limited to keep the social distance required.

The Board agreed to set a target date for the week of September 14<sup>th</sup> (no firm date decided at this meeting). Limitations will have to be shared with the membership prior to any firm opening. Debbi will have an Emma email sent out on June 30 which will explain the re-opening date and the limitations of the re-opening.

### COMMITTEE REPORTS

#### Activities Report

Nothing to report.

#### Liaison to the Community Report

Al reported the DC Senior Services Foundation has started to meet via Zoom. They have reviewed their Donor list and are ready to send request letters to current and potential donors.

#### Sports Report

Cynthia reported on the decision to cancel the golf and softball leagues for this summer.

#### Transportation Report

Jon reported his expenses last month were only \$40. There were 274 rides and 2400 miles traveled for May. He also received a vehicle donation that netted the Center \$525.

Legal Advisor

Wendy did check the Colorado Labor laws and found that employees must have at least ½ hour for lunch. She will send Debbi a copy of the letter she has about this situation and she and Debbi will get together to discuss.

**OLD BUSINESS**

Elections – A discussion was held regarding members who might want to run for one of the elected positions on the board. It was determined that those members who inquire about interest, must notify Doris or Phyllis by August 20 or 21. Doris will make edits to the reports and notifications with this information to be sent or posted for member’s information.

**NEW BUSINESS**

Phyllis notified the board that she will be attending the Senior Olympics in Utah in October this year at the same time of our scheduled October 16th board. She would like to change the date of the October EB and Board meetings to October 9<sup>th</sup>. It was noted that there would be no financials available that early for the meeting. The board agreed to changing the date of the October board meeting to **October 9, 2020**.

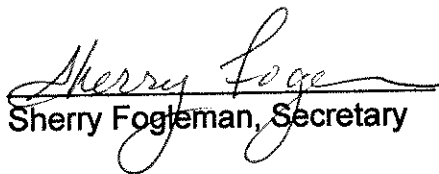
**OTHER**

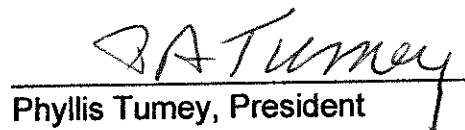
AI congratulated Debbi, the staff, and the volunteers for all they have done for the seniors during the pandemic.

**ADJOURNMENT**

There being no further business brought before the Board, the meeting was adjourned at 2:23 pm.

Respectively submitted:

  
Sherry Fogleman, Secretary

  
Phyllis Tumey, President

**CASTLE ROCK SENIOR ACTIVITIES CENTER  
Minutes of The Board of Directors Meeting  
June 19, 2020**

**Motions Page**

The minutes of the May 22, 2020 board meeting were approved by consensus.

A motion was made by Doris and seconded by Lynn to approve the May financial report. Motion carried.