

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
May 22, 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

Guest

Cynthia Timmons

Phyllis Tumey called the meeting to order at 1:05 pm. She introduced our guest, Cynthia Timmons, and informed the board that Cynthia is interested in the Sports Chair position on the board. Cynthia plays on the Center's 9-hole golf league and is on the bowling league as well. She explained her volunteer work for the Senior Center and how she has great admiration for the Center and would like to be more involved.

Cynthia was asked to leave the meeting while the board discussed the position and Cynthia and to vote on her application. After a short discussion,

A motion was made by Bob, seconded by Lynn and unanimously approved by the board to accept Cynthia Timmons for the Sports Chair position.

Cynthia returned to the meeting and was pleased to join the board.

Immediate Past President

Doris reported that her goals have been completed for now. She will soon be starting on the process for the Center's board elections in November.

Doris left the meeting.

Secretary's Report

The minutes of the April 24, 2020 board meeting were approved by consensus.

Treasurer's Report

Steve referenced a new budget sheet that shows the comparison of our current numbers to those at this time last year. He feels this might be an easier report to understand where we are financially each month.

Steve reported that the 2020 budget is still in very good shape. He mentioned that this is because of the additional income for the Covid-19 virus and Debbi doing a very good job of working to have grant monies re-allocated to areas where the money is most needed during the virus crisis.

Steve also reported that our Investments are improving. The Senior Center account is currently at \$169,924 down 2.96% and the Foundation is at \$402,248 or down 3.49%.

He mentioned that he and Debbi will be working on the 2021 budget in the next few weeks and he will have a first draft of the budget for the next board meeting. They will be starting with \$50,000 for the reserve fund.

Steve informed the Board that the Executive Board approved the Strategic Plan on Finance for 2020.

A motion was made by Lynn, seconded by Bob and unanimously passed by the Board to approve the Financial Report for April 2020.

President's Report

Phyllis reported that she has been working closely with Debbi on the Center's response to the virus crisis.

Phyllis noted the passing of Delores Larson who was a previous board member and mentioned that she received an announcement of Delores' passing and that it will be circulated to the board.

Phyllis also reminded the board that they each should send an email each Friday to Juli Asbridge informing her of the hours they spent on board items/meetings each week.

Executive Vice President's Report

Bob reported that Jim Weglarz and Jim Osborn played golf recently and had some additional suggestions regarding the upcoming Golf Tournament.

Bob informed the board that Motospa is not interested in setting up another car wash program similar to what we had before. The current coupons that have been sold are still valid until December 31, 2020. They will however still wash our Center vehicles.

In speaking with the manager at the Meadows Car Wash and they are working on both a single car wash program and a monthly car wash program.

Membership/Outreach Vice President Report

Lynn reported that membership is down due to the Covid-19 virus. Seventy plus members have not renewed their membership. New members between January 1 and March 12, 2020 are at 78. All age groups show a decrease.

Lynn continues to make calls to our new members to answer any questions they may have.

Executive Director's Report

Debbi reported on the status of the grants that have been recently awarded and those submitted but still pending. She was happy to report that the Center was awarded \$25,000 on May 13, 2020 from the Colorado COVID Relief Fund.

She also reported on the Douglas County COVID services delivered during April. CRSAC was a large part of that impact.

Debbi has been reviewing the requirements for riders and staff is now asking a series of health-related questions before their rides. Staff is also working towards more sanitary/protective efforts at the Center.

Debbi was asked to prepare a chart of the things on her list of what the Center is doing and present it to the board at the next meeting on June 19.

She informed the board that there is a Virtual Town Hall Meeting scheduled for Friday, May 29th from 10 to 11 am for seniors to ask questions. She encouraged each of the board members to participate in this meeting.

Debbi announced that the Land's End Website is up and ready for ordering. She mentioned that the staff members are going to the website and ordering a shirt of their liking and having our logo put on them. They will be paying for the shirts themselves. Debbi asked for the board's approval to order a fleece jacket containing our logo for

fleece jacket containing our logo for each staff member to use at our events, i.e. golf tournament, craft fair, etc. Each jacket is less than \$50.

A motion was made by Sherry, seconded by Bob and unanimously passed to approve the purchase of seven Land's End fleece jackets for staff members as well as the shirts for staff not to exceed \$100 each per staff member.

Debbi noted that (with Tri-County Health's approval) the Rec Center is planning a mid-June opening with strict guidelines. The number allowed in the Rec Center at one time will be limited and each person will have to make a reservation to come to the Rec Center.

She also reported that the Fireworks for the 4th of July are still planned and the Douglas County Fair is still planned for this year with limited attendees.

COMMITTEE REPORTS

Activities Report

Patty welcomed Cynthia to the board and mentioned other than the report on activities provided by Shannon, she has nothing else to report at this time.

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 that for the Senior Golf League only one person has dropped out so far.

Transportation Report

Jon reported he has not been spending a lot of money because of little use of the cars.

He mentioned talking to Davey Coach about sneeze guards between the seats on the buses. The cost would be about \$1800 which he considers to expensive so he would rather continue to use the disinfecting spray machine each week and have riders to continue to wear masks.

Jon and Steve agree that the vehicle replacement schedule needs to be adjusted due to the low use of our vehicles this year. Jon, Steve, Debbi and Tina will meet net week to update the schedule.

Legal Advisor

Wendy has nothing to report.

OLD BUSINESS

None

NEW BUSINESS

Debbi informed the board that she has received a letter from Hank Ruhl, a member of the Center stating that upon his death he is donating to the Castle Rock Senior Activities Center a CD in the amount of \$50,000 plus interest. This money is to be used for transportation services provided by the Center.

Hank has asked for a resolution to this effect and a copy of these signed minutes.

A motion was made by Lynn, seconded by Steve and unanimously passed to approve Hank Ruhl's request to provide him with a resolution and a signed copy of these minutes stating that upon his death he is donating to the Center a CD in the amount of \$50,000 plus interest.

OTHER

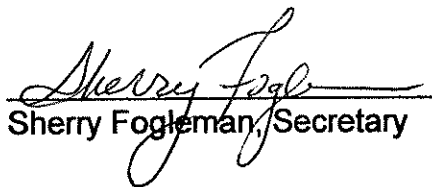
Bob informed the board that he received a stimulus payment credit card in the mail. He said there are many steps you must take in order to activate the card. He suggested we notify our members about this and be available to help them with this should they ask.

Phyllis reminded the board that the next meeting is Friday, June 19th.

ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 2:05 pm.

Respectively submitted:


Sherry Fogleman, Secretary


Phyllis Tumey, President

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Motions Page

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H. RUHL, JR.
P. O. Box 24341
Denver, CO 80224-0341

H. Ruhl, Jr., M.D.

May 4, 2020

Mrs. Debbie Haynie, Executive Director

Castle Rock Senior Center

2323 Woodlands Blvd.

Castle Rock, CO 80104

Dear Debbie,

Attached is the documentation verifying that Castle Rock Senior Center (CRSC) is the payable on death beneficiary for my CD No. [REDACTED] in the face amount of \$50,000 with interest accrued daily. This is in appreciation for the transportation services provided by CRSC that have allowed me to stay in my home.

In that regard, when the board of directors of CRSC meets again, I would like a binding resolution be passed that explicitly states that any and all proceeds received from said CD can only be used for the purchase of, maintenance of, repair of, or materials and supplies (i.e. gasoline) for vehicles used in the transportation of seniors (50+) or handicapped citizens.

The continuing POD designation on this CD will be contingent upon said resolution. Please send me a copy of the minutes containing that resolution.

In the 16 years that I have been associated with CRSC, I have seen it evolve for the better, especially under your direction. Thank you for all you do and I still owe you and others a thank you for the "care package" I received.

Sincerely,

Hank

RESOLUTION: Hank Ruhl's Donation for Transportation Services

Title: Be it resolved that on 5/22/2020, the Board of Directors' did hereby vote to accept Hank Ruhl's donation of \$50,000 to be used only the CRSAC's Transportation Services.

Purpose: Mr. Ruhl has notified the CRSAC that he has made the CRSAC his death beneficiary for CD# 603460692 in the face amount of \$50,000 with interest accrued daily. Any and all proceeds from the stated CD can only be used for the purchase of, maintenance of, repair of, or materials and supplies (i.e. gasoline) for vehicles used in the transportation of Seniors (50+) or handicapped citizens.

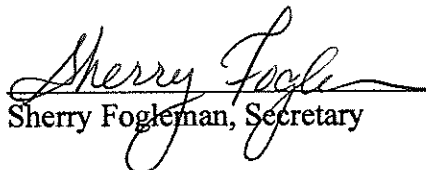


Phyllis Tumey, President

5/22/2020

Date

I, the undersigned, secretary of the Castle Rock Senior Activity Center, do hereby certify that the forgoing is a true copy of a resolution adopted by the board of directors on the 22nd day of May 2020, at which a quorum was present and voted, and that said resolution is now in full force and effect; and that the signature as shown above is genuine.



Sherry Fogleman, Secretary

5/22/2020

Date