

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
August 21, 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 1:00 pm. All members were present except for Bob Halvorson. His proxy is Steve Lakewood.

SECRETARY'S REPORT

The minutes of the June 19, 2020 board meeting were approved by consensus.

The minutes of the August 10, 2020 board meeting were approved by consensus.

PRESIDENT'S REPORT

No formal report at this meeting.

EXECUTIVE VICE PRESIDENT'S REPORT

Although Bob was not present at the meeting, his written report indicated that the Golf Tournament scheduled for September 2nd has 74 players and 13 sponsors. The craft fair for November has been canceled. First quarter results from King Soopers,

Amazon.Smiles and Burger King totaled \$892.11. So far 65 carwash coupons have been sold for Meadows Carwash and the Center needs to order another 100 coupons.

TREASURER'S REPORT

Steve notified the board that the EB had just approved a motion authorizing Debbi to spend up to \$2500 per transaction in the event she cannot get an approval from the board in a timely manner.

Steve also provided an update on the Edward Jones funds. He reported that the CRSAC Reserves are up 5.79% with an ending balance of \$185,241 and the Foundation is up 5.56% with an ending balance of \$424,455.

Steve highlighted a few items on our current budget, explained a few of the figures listed and responded to questions.

VICE PRESIDENT/MEMBERSHIP REPORT

Lynn reported that membership is still down. Several members are waiting to renew their membership until the Center is open to members again. She suggested that when Amber calls members regarding cancelation of their membership, that she tries to get more detail on their reasons, i.e. left community, moving in with family, etc.

IMMEDIATE PAST PRESIDENT'S REPORT

Doris reported that she is contacting our election volunteers to ensure they have the date on their calendar. She is also helping to do the grocery shopping for seniors and conducting reassurance calls.

EXECUTIVE DIRECTOR'S REPORT

Debbi reviewed the status of recently awarded and pending grants and funding items. She also noted that the Center will not be participating in the Artfest this year.

Debbi has received an update from the Center's insurance company regarding the Participant Accident policy. All sports were removed except bowling due to Covid. The result was a decrease in premium of \$1,622.00.

Douglas County Emergency Services has Cloth Masks available for no charge. The center requested 250 to include in our vehicles in the event a rider does not have one with them or at the center for visitors.

Debbi informed the board that the staff has started a new email called the "411". This will be emailed every Friday to remind members of what is on the schedule for the following week.

The "VOA hot lunch" program (which means members can come by and pick up a hot meal or for those who do not have transportation will have them delivered to them) begins on September 15th and will be offered every Tuesday and Thursday. .

The Center won \$250 in the Ducky Derby this year. The Center also received "Best of the Best" for senior services this year.

COMMITTEE REPORTS

Activities – Patty reported that she has spoken to several members of the Center and they shared with her that they feel the Center is doing a great job and is providing a lot of activities for members to do either in the Newsletter or through virtual offerings. She asked that this be shared with the staff.

Community Liaison – No report was given.

Sports – Cynthia reported no change on the sporting activity decisions made recently. She also noted that most of the members who had signed up for sports activities were willing to donate their registration fees to the Center.

Transportation – Jon said there were only 370 rides this month. He also reported that he had to spend \$2328 this month on maintenance costs for the cars and vans.

LEGAL ISSUES

Wendy had nothing to report at this meeting.

OLD BUSINESS

2019 Audit – Steve reported that Jim Davis has Covid so his meeting with Jim today had to be canceled. Jim feels he'll only be out for about a week. Steve hopes to have the final audit report for review by the next board meeting.

Strategic Financial Emphasis for 2020 – Steve noted that Cathy McMahon is working on the Reserve Fund policy, Jim Paladino is working on a policy on Internal Controls and Riley Albertson is working on updating the Procurement Policy.

2021 Budget – Steve notified the board that the 2021 Budget was sent to them via email today. He asked that the budget be approved via "notational vote" through email.

NEW BUSINESS

2020 Annual Meeting – Phyllis noted that our annual meeting is currently scheduled for November 20th at 1:00 pm. This is normally held onsite. A discussion was held regarding how to hold the meeting this year. After a short discussion,

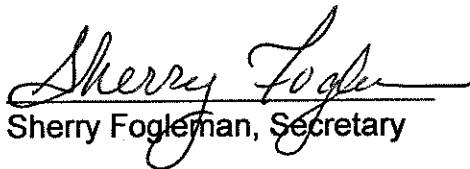
Sherry moved, Steve seconded, and the board unanimously approved to hold the 2020 Annual Meeting via Zoom. Details to follow.

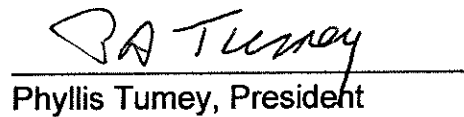
Shopping Extravaganza – The date for the Shopping Extravaganza is now October 3 & 4. The center must sell a minimum of 25 tickets and 40 participants must check in at the event for the Center to receive a part of the pot.

ADJOURNMENT

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

Respectively submitted:


Sherry Foglerman, Secretary


Phyllis Tumey, President

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Motions Page

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