

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
December 18, 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 1:04 pm. All members were present except for Lynn Kroloff. Steve has Lynn's proxy.

SECRETARY'S REPORT

The minutes for the following board meetings were approved by consensus:

- October 9, 2020
- November 13, 2020
- November 20, 2020

PRESIDENT'S REPORT

Phyllis brought a bit of levity to the meeting by announcing that today is National Ugly Christmas Sweater Day as well as National Cookie Baking Day!

She also mentioned that the board has received several thank you notes from the staff for the bonuses they received this year. The notes are circulating in your mailboxes at the center.

Phyllis asked the committee chairs if they want to continue in their positions through 2021. All committee chairs agreed to continue.

She also asked to move the April EB and full Board meetings from April 16 to April 23. There were no objections.

TREASURER'S REPORT

Steve reported that our investments at Edward Jones are still doing well.

- The Senior Center Reserve Fund is at \$200,386.55, an increase of 15.31% YTD.
- The Foundation Account is at \$462,227.06, an increase of 15.77% YTD.
- The Community First Foundation annual dividend \$1,034.74. This has been deposited into the Foundation account.

He also reported on the QuickBooks project. Steve, Debbi and Aaron from the town met to discuss details of our network being on the town's system. All the Senior Center's data maintenance will be performed by the town and our information will be backed up daily. Both Debbi and Greg now have QuickBooks on their laptops and Debbi has received her own security information and no longer must use Greg's security.

Steve also reviewed the budget and reported that it is looking particularly good for a Covid year.

A motion was made by Sherry, seconded by Doris, and unanimously passed to approve the treasurer's report.

EXECUTIVE VICE PRESIDENT'S REPORT

Bob reported that he was quite impressed with the software used for the bidding for the auction this year. He likes the way reminders are sent to those bidding to let them know you might want to raise your bid, and the fact that reminder texts were sent out when no bids were coming in on an item.

Bob also reminded the EB that he has purchased additional car wash coupons for the Center and to check at the front desk if you are interested in purchasing them.

VICE PRESIDENT/MEMBERSHIP REPORT

Lynn was unable to attend this meeting.

IMMEDIATE PAST PRESIDENT'S REPORT

Doris referenced the election procedures document in the board packet where she has made recommendations for the changes to the process for elections. Several items were discussed regarding how to simplify the process. Wendy is on a board in her

district. She indicated it has a simpler process and will send Doris a copy of their procedures. By the January 15th meeting Doris will have a clean draft of the procedures for approval.

EXECUTIVE DIRECTOR'S REPORT

Debbi reported on new grants for the center and noted that she is busy working on end of year reports for the 2020 grants and writing new ones for 2021.

She also reported on the Automated Mass Calling process that have been set up for the center. It allows a staff member to place an automated call to our members to leave messages or conduct short surveys of the members. This should save on employee time and be able to reach more people in a short period of time.

The vehicle replacement 2021 price sheets are not yet available. The purchase of the new wheelchair accessible vehicle has been postponed until 2021.

Debbi said Aging Resources will be providing us with Echo show type tablets that we can share with our members to help them participate in more of the virtual activities. These will be distributed to some of members who do not have access to a computer.

Debbi has been discussing with the town and Tri-County Health (TCH) about getting the center staff and essential volunteers on a priority list for the Covid vaccine. She should know more after the first of the year.

She also explained that we may have an opportunity for the Senior Expo being held outdoors in June at the Event Center, should we be unable to arrange something inside the building due to Covid restrictions. More information to come at the time nears.

At this time, the Craft Show at the Event Center will only allow 59 booths and 175 people in the building at one time. As requests come in from the vendors, the center will guarantee the first 59 who make that request and put the rest on a waiting list in the event Covid restrictions lighten up by then.

Debbi also announced that Joan Cunningham will be taking over the Garden Club.

COMMITTEE REPORTS

Activities – Patty reported that virtual activity participation continues to grow. There were several virtual activities offered in November and they seem to be very well received. It was reported also that the center has received \$4500 to put towards activities for the center in 2021.

Community Liaison – Al reported that the Douglas County Senior Services Foundation received the matching funds from the county and was able to send out the grant checks.

The Douglas County Senior Life Council still has not met but is putting out virtual presentations for now.

The Douglas County Transit Solutions Group resumed virtual meetings on December 17.

Sports – Cynthia reported there have been no big changes in the Sports area. Bowling has been canceled for the remainder of the year or until the bowling alley is open full days.

She is hoping to be able to go forward with the golf and softball leagues this summer. Sign up forms will go out at the end of January 2021.

Transportation – Jon reported that he had to spend \$9517 recently on maintenance of the vehicles. A significant amount of this expenditure was due to the Hepa-3 Filtration Systems and Sanitation Stations for the buses.

LEGAL ISSUES

Wendy had nothing to report at this meeting.

OTHER


Phyllis reminded the board that the fireworks that were canceled for the Fourth of July due to fire restrictions will be set off on New Year's Eve at 7:00 pm above the Santa Fe Quarry.

ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 1:56 pm.

Respectively submitted:


Sherry Fogleman, Secretary


Phyllis Tumey, President

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Motions Page

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