

CASTLE ROCK SENIOR ACTIVITIES CENTER  
Minutes of The Board of Directors Meeting  
May 21, 2021

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 2:30 pm. All members were present except for Steve.

**SECRETARY'S REPORT**

The minutes for the April 23, 2021 board meeting were approved by consensus.

**TREASURER'S REPORT**

Although Steve was unable to attend the meeting, he provided a short write up of the financial report for the board. Income was up slightly for May, but our expenses are also up considerably. He attributes this mostly to increased expenses in payroll and payroll related costs, although indicated they are not out of line at this point in the year.

**Foundation Investments**

1/1/2021	\$462,416
5/19/2021	\$490,210

### **Senior Center Reserve Funds**

1/1/2021     \$200,270  
5/19/2021     \$273,815

A motion was made, seconded, and unanimously passed to approve the May financial report.

### **PRESIDENT'S REPORT**

Phyllis attended the recent Senior Council meeting. The topic of the meeting was "Seniors Starting a New Business". She also learned that the Douglas County Library has 1 ½ people there to help you start a new business.

### **EXECUTIVE VICE PRESIDENT'S REPORT**

Bob and Steve have been working on a letter to be sent to members regarding a fundraiser for the 50<sup>th</sup> Anniversary Celebration. This letter will ask members to donate \$50 to the Center to acknowledge our 50 years in service. Debbi is also helping on the letter and Bob indicated that it should be going out to the membership in about a week. By June 7<sup>th</sup> board members can begin to donate their \$50 should they choose.

In addition, Bob mentioned that there are one or more fundraising events going each month and to refer to his report for further information.

### **VICE PRESIDENT/MEMBERSHIP REPORT**

Lynn informed the board that the center gained 23 new members or renewals in April.

Lynn said she led our most recent Newcomer Briefing. It was quite successful with about 24 attending. The next Newcomer Briefing is scheduled for June 8<sup>th</sup>.

She is also looking for new members for her membership committee and will discuss this with Rebekah.

### **IMMEDIATE PAST PRESIDENT'S REPORT**

Doris is hoping to hear from more of the board members regarding the accuracy of the information on each board member that has been entered on the Years of Service spreadsheet she has created. She thanked Jon for getting his information to her. Doris is still working with the spreadsheet to add a column for "future election dates".

She plans to present the final version at the June meeting.

### **EXECUTIVE DIRECTOR'S REPORT**

Debbi provided an update on the grant and funding activities.

Debbi informed the board that the 2020 Annual Meeting recording has been located. It can now be viewed on the Center's YouTube channel.

Debbi, Bob and Mary Jo have determined the Craft Fair booth fee for this year (\$150 per booth) and have sent out booth fee requests. They continue to keep close tabs on indoor capacity limits and will increase our booth numbers as the capacity numbers are increased.

Aspen View elementary school chose to support the Castle Rock Senior Center as one of their non-profits to support this year. We have received a check from them for \$850.

We have also had 4 of our members donate \$500 each to the Center.

Rebekah has sent a note to the board members to sign up for shifts at the Senior Expo this year. Please watch for that email and respond to her regard a shift you'd like to take. She will also be sending out a request for signups for shifts at the Golden Celebration to be held on July 9<sup>th</sup>.

For the Golden Celebration Debbi has also sent an email to the mayor asking for a Proclamation from the Town acknowledging our achievements and service to the community for the past 50 years. She has also reached out to the Chamber of Commerce for acknowledgement.

Debbi also reported that on her recent call with the Advisory Council on Aging a discussion was held about the possibility of requiring vaccines for members to enter the Center. She learned that organizations cannot mandate vaccines until the vaccines are fully approved by the FDA. The vaccines are now only approved by FDA for emergency use (such as the pandemic).

## **COMMITTEE REPORTS**

**Activities** – Patty reported that activities are picking up. To name a few - the virtual trip through Cherokee Castle was great and that we plan another in-person trip there when trips can once again be planned. Also, the virtual event on The Golden Age of Original Musicals of the 1950s was a blast. The hikers are enjoying their hikes and the garden club has the garden planted. Many other activities are being planned so be sure to read the newsletter each month.

**Community Liaison** – Al reported that in March the County did a reorganization. The Douglas County Senior Services was disbanded, and the County Community Foundation has now taken over funding requests. Al said Kimberly Smith is now running the contribution areas.

**Sports** – Cynthia reported that not much is going on with bowling currently. Debbi, Cynthia and Kay Wolfe decided that we would keep the bowling team to Mondays and they are still looking for a bowling alley other than Celebrity Bowl.

For golf, there has been no league play yet due to their dates being snowed or rained out so far.

Softball was rained out last week when the games were scheduled. Some teams do not have enough players so Cynthia is actively working on a flyer to post around town about needing additional players.

**Transportation** – Jon informed the board that the transportation area has been running smoothly. He noted that he has had the CDOT inspections completed on our buses.

A vehicle has been donated to the Center by Master Magnetics. It is a 2001 Chevy Van and we have already received a bid of \$5850 for the vehicle.

### **LEGAL ISSUES**

Wendy reported that she has been working with Debbi on the options for reopening the Center. The board thanked Wendy for all the help she has provided in reopening the Center.

### **OLD BUSINESS**

All four of the Lifetime Membership Award nominees were approved to receive the award. For 2021 they are Fran Cason, Jim Decker, Sharon Decker, and Gene Gray. These awards will be presented at the Golden Celebration scheduled for July 9<sup>th</sup>.

### **NEW BUSINESS**

Patty reported that she has been working with Bob Maloney of the Parks and Recreation Department regarding a donation from the Eagles. The Eagles have several outdoor tables they would like to donate to the Senior Center and the Rec Center.

Mask Policy – Debbi said she has been working closely with the Executive Board and Wendy to develop a “Mask Policy” for the Castle Rock Senior Center given the changes on the overall mask policy for Colorado. A copy of the new policy is in the board packet and was agreed to by the full board.

Debbi also noted that our buses can now run with full occupancy, but we will not start using the buses for trips until August.

She also noted that the Center is looking at changing the day of the month to hold our activity sign-up events. It is possible that sign-up days will be on the last Thursday of the month rather than the last Friday of the month to give the staff more time to follow

up on the activity sign-up questions/issues that occur that day. Debbi will confirm with the board once a final decision is made.


Debbi is also considering raising the price on some of our services. She has been visiting with other senior centers and has learned that others in the area are raising their prices as well.

Phyllis explained to the board that the EB has been discussing changing the date of the board meetings at the Center to a different day of the week rather than Fridays. It was agreed by the board that the meetings will now be set on the 3<sup>rd</sup> Thursday of the month. The EB will meet at noon and the full board will meet at 1:30 pm. This will start August 19<sup>th</sup>.

**ADJOURNMENT**

There being no further business brought before the Board, the meeting was adjourned at 3:35 pm.

Respectively submitted:

  
Sherry Fogleman, Secretary

  
Phyllis Tumey, President

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**Motions/Decisions Page**

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