

**APPROVED MINUTES SENIOR CENTER ADVISORY BOARD
CITY OF DERBY
May 12, 2021 9:10 AM**

ROLL CALL

JIM BURGESS
DIXIE CHAPMAN – VICE CHAIRMAN
TOM DAVIDSON, SECRETARY
JANICE NEAGLE

DIANE SCHMITT, TREASURER - ABSENT
ELEANOR UNDERWOOD, CHAIRMAN
MARSHA VOLZ

CITY STAFF

KIEL MANGUS
BREANNA MONK
KIM HART

Public Forum

Agenda Item #1

RE: Austin Room Construction

Kiel Mangus handed out a diagram of the proposed floor plan for construction in the Austin Room. He explained in detail, the plans are for the North end of the Austin Room remodel. Kiel stated that there should not be any interruptions in the senior center use of the Austin Room during the construction.

RE: Dominos

BreAnna Monk said the Domino Room is now open and all of the round tables have been returned to the game room.

RE: Laura Friend

BreAnna let the Advisory Board know that the Activity Coordinator Laura Friend is leaving the senior center. BreAnna said she will begin interviews this week for Laura's replacement. BreAnna also stated there will be a Retirement Reception for Laura on May 21st at 10:00 am in the senior center.

RE: Brandon Riney

BreAnna let the Board know that the part time Derby Dash Driver Brandon Riney is leaving and his last day will be Friday, May 14. BreAnna is looking for two part time drivers.

Agenda Item #2

RE: Advisory Board Fund Report April 2021.

Kim Hart gave the report for the Advisory Board Fund report April 2021. Kim reported there was \$0 in revenue and \$943.98 in expenses for a total balance \$16,845.77.

MOTION: Tom Davidson moved the Advisory Board Fund Report for April 2021 be approved: Dixie Chapman seconded.

VOTE: 5 yea, motion carried

Agenda Item #3

RE: Approve April 14, 2021 Minutes.

MOTION: Jim Burgess made a motion to approve the April 14, 2021 minutes. Janice Neagle seconded.

VOTE: 5 yea, motion carried

Agenda Item #4

RE: Approve April 2021 Derby Dash Scholarship Report

BreAnna gave the April 2021 Derby Dash Scholarship Report. \$0 were used for senior scholarships. BreAnna said the non-senior Derby Dash Scholarship Program used \$154 for an ending balance of \$2,010.

MOTION: Dixie Chapman made a motion to approve the Derby Dash Scholarship Report for April 2021. Tom Davidson seconded.

VOTE: 5 yea, motion carried

Agenda Item #5

RE: Suggestion Cards

BreAnna read the suggestion card to the board. A Patron said she came to an activity and did not feel welcomed. BreAnna asked the Board members to assist new members at any events they attend answering any questions and to make them feel welcome.

Agenda Item #6

RE: COVID-19 Updates

BreAnna said the Derby Senior Center is staying current on the CDC and Department on Aging guidelines for COVID-19. BreAnna said there are no further updates by the County. Kiel stated the City of Derby is using the "Next 90 Day Plan" which will end around June 20th. This plan strongly encourages mask wearing.

Agenda Item #7

RE: National Accreditation

BreAnna let the Board know she has submitted the 2021 National Accreditation to NCOA. She thanked the Board members for their help on the Accreditation. BreAnna also thanked Jim Burgess and Marsha Volz for their review of the 2021 Accreditation book.

Agenda Item #8

RE: Senior Garden

BreAnna stated the slab was poured and the shed has been delivered and secured. The donated wood, nails and plastic have been delivered. Construction of the garden is pending until the fence is built. BreAnna said she applying for five grants to help pay for the fencing.

Agenda Item #9

RE: Classroom Mirrors

BreAnna stated the mirrors for the classroom will cost \$1,377, this includes installation. Discussion was held. BreAnna said the mirrors will be used by Tai Chi and the dance classes.

MOTION: Dixie Chapman made a motion that the Board purchase the mirrors including installation for the classroom. Marsha Volz seconded.

VOTE: 5 yea, motion carried

Agenda Item #10

RE: Code of Meeting Procedures / Rules of Conduct

BreAnna passed out the revised Code of Meeting Procedures and Rule of Conduct that we updated during the Accreditation process. BreAnna asked the Board to put the updates in their Board manuals.

Agenda Item #9

RE: Election of Officers

BreAnna stated it is time to re-elect Officers for the Derby Senior Center Advisory Board. BreAnna asked if there was anyone who would like to run for an office if so let her know.

MOTION: Jim Burgess made a motion that the Officers be re-elected by acclamation. Janice Neagle seconded.

VOTE: 5 yea, motion carried

ADJOURNMENT

MOTION: Dixie Chapman made a motion to adjourn. Janice Neagle seconded.

VOTE: 5 yea, motion carried

Meeting adjourned at 10:45 AM.

Information: The next Advisory Board meeting is Wednesday June 9, 2021 9:15 AM, City Council Room immediately following the Nutrition Center Council meeting.

Eleanor Underwood, Chairman
Senior Services Advisory Board

Date