

City of Shelton
Shelton Senior Center
81 Wheeler Street
Shelton, CT 06484
(203) 924-9324

**Meeting Minutes
Shelton Senior Committee**

February 13, 2018

The February 13, 2018 meeting of the Shelton Senior Committee was called to order by Walter Oko, Chairman, at 3:10 p.m. in the conference room of the Shelton Senior Center. The pledge was recited by all present.

Committee Members in Attendance:

Walter Oko-Chairman
Roberta Sutkowski-Secretary
Judson Crawford-Treasurer
Cheryl Dziubina
Margaret Keane
Marilyn Terlaga

Also Attending

Doreen Laucella
Mario Bonetti
Gerry Janofsky

Absent

Jill Bruno
William Smarz, Vice-Chairman

PUBLIC PORTION:

None

MINUTES:

A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO ACCEPT THE DECEMBER 2017 MINUTES OF THE SHELTON SENIOR COMMITTEE AS CORRECTED. CHERYL DZIUBINA SECONDED. MOTION PASSED. CORRECTION: THE RAFFLE WAS ONE ITEM AN AFGHAN FLAG GIVEN TO ONE VETERAN.

When reviewing the minutes of the December meeting, it was realized that the edible arrangements were not sent out. After discussing that the corresponding secretary should be taking care of these duties which she did with the previous director, Doreen gladly turned over the responsibility to the current corresponding secretary, Roberta Sutkowski.

A MOTION WAS MADE BY JUDSON CRAWFORD TO ACCEPT THE JANUARY 30, 2018 SPECIAL MEETING MINUTES AS CORRECTED. MAGARET KEANE SECONDED. MOTION PASSED.

CORRECTION: THE AMOUNT OF BUDGET FUNDING GIVEN BACK TO THE CITY IN THE 2017 BUDGET YEAR WAS \$49,877.00. THE PART TIME CLERKS WILL NOW WORK 35 HOURS AND RECEIVE A STIPEND 40 HOURS SICK TIME.

TREASURER'S REPORTS:

The Shelton Senior Committee Treasurer's Report for the month ending January 31, 2018 was read by Judson Crawford reporting a forwarding balance of \$22,050.91. Receipts were \$1993.95, Disbursements \$1,588.72, leaving a balance of \$21,364.51. The four CD's totaling \$47,147.36 added to the bank accounts leaves a total of \$68,311.87.

A MOTION WAS MADE BY MARGARET KEANE TO ACCEPT THE SHELTON SENIOR COMMITTEE TREASURER'S REPORT FOR JANUARY AS READ. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

It was noted that the Anniversary Party made \$192.68 profit. Doreen stated they don't try to make a profit.

Margaret Keane asked the amount of the total budget request for the 2018-2019 year.

Doreen reported the request is for \$455,929.00.

There was more discussion regarding the CD accounts.

A MOTION WAS MADE BY MARGARET KEANE TO CASH IN THE CD COMING DUE ON FEBRUARY 22, 2018 AND PUT IT IN THE BUSINESS MONEY MARKET SAVINGS ACCOUNT. MARILYN TERLAGA SECONDED. MOTION PASSED.

Cheryl mentioned if they invest the money for nine months the CD's will be staggered again. She also stated she felt the money was safer in the CD than in the banking account. After some discussion Roberta made another motion.

A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO REINVEST THE FUNDS OF THE CD INTO A NINE MONTH CD AT THE RATE OF 1.5. CHERYL DZIUBINA SECONDED. MOTION PASSED.

The Shelton Senior Membership Treasurer's Report for the month ending December 30, 2017, was read by Gerry Janofsky reporting a forwarding balance of \$22,927.69. Receipts of \$1967.00, Disbursements \$1,323.02, leaving a balance of \$23,571.67. Together with the Memorial Fund Checking \$2150.95 and the Business Value Savings \$1621.69 the accounts total \$27,344.31. Added to the CD's \$20,783.80 leaves a total balance of \$48,128.11.

A MOTION WAS MADE BY CHERYL DZIUBINA TO ACCEPT THE SHELTON SENIOR MEMBERSHIP TREASURER'S REPORT FOR DECEMBER AS READ. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

The Shelton Senior Membership Treasurer's Report for the month ending January 31, 2017, was read by Gerry Janofsky reporting a forwarding balance of \$23,571.67. Receipts of \$2802., Disbursements \$1,668.87, leaving a balance of \$24,704.80. Together with the Memorial Fund Checking \$2150.95 and the Business Value Savings \$1621.69 the accounts total \$28,477.44. Added to the CD's \$20,783.80 leaves a total balance of \$49,261.24.

A MOTION WAS MADE BY MARGARET KEANE TO ACCEPT THE SHELTON SENIOR MEMBERSHIP TREASURER'S REPORT FOR JANUARY AS READ. MARILYN TERLAGA SECONDED. MOTION PASSED.

The Membership presented an officer from the Homes for the Brave with a \$200. check at the Holiday party from the profits of their bake sale.

DIRECTOR'S REPORT

Doreen reported:

- The Holiday and Anniversary Parties went very well. John Anglace attended the Anniversary Party and was very appreciative of all the Center does for the Senior of Shelton. He praised Doreen and all the staff at the Center.
- The budget has been completed and finalized and is in the Mayor's hands. The requested budget was for \$455,929. Doreen stated after the funds returned for the snack bar, lunch program and paid exercise classes a truer amount is \$350,360.00. She has put in for a 2% increase for all the staff at the Center. Doreen has added a Cardio Lite program on Fridays three times a month, which will take the place of

the organ class. She is also adding a low impact class on Wednesdays, and a Sweating to the Oldies class on Thursdays which are instructed by TV and are free classes. A platform was purchased for the 82" TV which was purchased by the membership and will be used for the new classes and to show movies. Doreen also started a new beginners line dance class. She eliminated one of the intermediate classes.

- Doreen has a request for funds to purchase new round 72" tables. The tables they are using are 30 years old, very heavy and are needing constant repair. She has a quote from COSTCO for \$2,200 for tables and a cart. Walter suggested the Committee donate the needed funds. Margaret Keane told Doreen that Rene Caise had another quote for her.

A MOTION WAS MADE BY MARGARET KEANE THAT THE COMMITTEE PAY UP TO \$2000.00 IN EXPENDITURES SO DOREEN CAN PURCHASE 72" TABLES. JUDSON CRAWFORD SECONDED. MOTION PASSED.

- Marge brought up for discussion that they use disposable tablecloths. Doreen stated at the Membership meeting it was decided that during the flu season they will be disposed of. If they are salvageable come April, Doreen would like to save them. Doreen is going to get a cost for the year for new ones for each event.
- Doreen passed out the numbers for the membership renewals for the months of January and February. She stated the membership number is under 2000. She stated that the Committee might want to release the freeze for out of town people. March 1, is the target date for membership. The Committee will then look at the membership numbers again. During the month of January, 732 Shelton members, 228 out of town members and 133 previously honorary members renewed. 38 new members registered. During February, 109 Shelton members, 20 out of town members and 19 previous honorary members renewed. 22 new members registered. Doreen reported that Shelton has been listed as number eight in the state as a place to retire. The Shelton Senior Center has also been rated as number 8 in the state.
- Marge asked what happened with the ceramic class. Doreen stated the class will come and paint but won't have an instructor. Doreen will hire someone to do the firings as needed.

A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO GO INTO EXECUTIVE SESSION AT 4:30 PM. JUDSON CRAWFORD SECONDED. MOTION PASSED.

A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO COME OUT OF EXECUTIVE SESSION AT 5:10 PM. MARILYN TERLAGA SECONDED. MOTION PASSED.

A MOTION WAS MADE BY MARGARET KEANE THAT IF A DANCE IS CANCELLED AT THE RIVERWALK THE COMMITTEE OFFER THE PERFORMER A \$100. STIPEND. JUDSON CRAWFORD SECONDED. MOTION PASSED.

A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO ACCEPT THE DIRECTOR'S REPORT. JUDSON CRAWFORD SECONDED. MOTION PASSED.

OLD BUSINESS:

ALL ITEMS CARRIED OVER TO NEXT MEETING.

NEW BUSINESS:

Roberta Sutkowski requested that the meeting time be changed.

ROBERTA SUTKOWSKI MADE A MOTION TO CHANGE THE MEETING TIME TO 3:30 PM. MARILYN TERLAGA SECONDED. MOTION PASSED.

Margaret Keane brought up for discussion that when the Veteran's group meets on Friday and there is an event at the Center there is an issue with parking. The Committee discussed the issue and brought to attention the Veteran's that come to the meeting are all seniors themselves. The Center's responsibility to support programs for all seniors not only Center members was discussed. Doreen was going to see if there might be a solution.

A MOTION AS MADE BY MARGARET KEANE TO ADJOURN AT 5:30 PM. MARILYN TERLAGA SECONDED. MOTION PASSED.

Attested to: Corie Blanck Date: 2/15/18