

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

**Meeting Minutes  
March 12, 2019**

The March 12, 2019 meeting of the Shelton Senior Committee was called to order by Walter Oko, Chairman, at 3:30 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  
Judson Crawford-Treasurer  
Roberta Sutkowski-Secretary  
Jill Bruno  
Cheryl Dziubina  
Barbara Hayslip  
Margaret Keane  
Marilyn Terlaga

**Also Attending**

Doreen Laucella  
Gerry Janofsky

**Absent**

William Smarz-Vice-Chairman

**MINUTES:**

**A MOTION WAS MADE BY BARBARA HAYSLIP TO ACCEPT THE FEBRUARY MINUTES OF THE SHELTON SENIOR COMMITTEE WITH CORRECTIONS. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.**

Correction: The motion to accept the Membership treasurer's report for month end January 31 should read was made by Margaret Keane.

Page four - the requested amount for the budget should be \$465,462.00.

The amount transferred from the computer checking to the Committee checking should be \$892.94 in the minutes and the treasurer's report.

**TREASURER'S REPORTS:**

Judson Crawford read the report for the month ending February 28, 2019. Judson reported a balance forward of \$9,776.76, receipts of \$ 2,843.94, disbursements \$1,125.44 leaving an ending balance of \$11,495.26. The four CD's total 59,884.34 added to the \$11,495.26 leaves a total balance in all accounts of \$71,379.60.

**A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE TREASURER'S REPORT AS CORRECTED. MARILYN TERLAGA SECONDED. MOTION PASSED.**

Judson explained the \$1.50 coin & currency fee. He stated he hadn't had time to go to the bank to ask them to credit the fee at this time. Some discussion took place regarding the type of accounts the Committee has at Webster bank in regards to the fees they are being charged. Judson is getting frustrated with the bank charging the fees. Judson is going to ask at the bank what can be done so we aren't charged the fees. He asked the membership treasurer if they are charged fees. Gerry Janofsky stated the bank has always waved the fees.

Jill Bruno asked that the Computer Account and the Committee Account be named in the treasurer's report going forward.

Gerry Janofsky read the treasurer's report for the month end February 28. He reported a balance forward of \$31,280.35, receipts of \$2353. disbursements \$11,779.31 leaving a balance in the checking account of 21,854.04. Added to the Memorial Fund Checking of \$1959.08 and the four CD's of \$32,756.46 the total amount in all accounts is \$56,569.58.

**A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE MEMBERSHIP TREASURER'S REPORT AS READ. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.**

Gerry explained that the membership authorized him to take \$10,000. from the checking account and add it to the CD that he was reinvesting explaining the \$11,799.31 disbursement.

He reported that two donations totaling \$55 were received and added to the Memorial Fund.

Gerry also noted the two accounts dedicated to the walkway and new parking lot from the 50/50 raffles and the amounts in the accounts. He will keep track of these accounts.

**DIRECTOR'S REPORT:**

- Doreen Laucella passed out the contract for AARP's use of the building. AARP holds meeting for the senior community at the Center. The document was reviewed by the Committee. Some changes were suggested. Item #2 added the wording "when available." Item # 5 stated the room must be vacated by 3:15 pm. Item # 9 in the event of inclement weather was deleted. Item #11 states they may use the portable sound system. Item #13 was removed. Shelton Senior Commission was changed to Shelton Senior Committee. Doreen will have the document updated and present it at the next meeting. It will be on the agenda for discussion and Walter's signature at the next meeting. Doreen explained that they are an organization that provides a service to Shelton seniors.

- The heat curtain for the front door was delivered. The Committee will pay for the heat curtain and the city will pay for the installation.
- Doreen reported the pool room meeting went very well. The members were very cooperative. The rules and procedures were discussed. There was a misunderstanding regarding the parties and participation. About 30 members attended. Since the meeting all has been going well.
- Parking lot - Mayor had the police department clean up the parking lot between the two buildings. Since then Doreen hasn't heard any forward motion on the new parking lot. The Senior Center has gained 15 parking spaces. Doreen is concerned that he might not want to go further with the new parking lot. She will know after her budget meeting. The parking lot is on the budgets Capital Improvement Plan. It was explained that even if the Committee were paying for the parking lot it would need the Mayor's approval. The building is city property. Some members feel that because it is owned by the city, they should be paying for the new parking lot. Jill Bruno stated that for a \$465,000. budget, the Center provides an amazing amount of services and programs for the Seniors of Shelton and the membership at the Center.
- Doreen is planning a Bingo night to be held on May 3. She is looking to the community and the Committee to donate raffle prizes. She would like to collect 15 to 20 prizes. Some members of the Committee already promised donations. The Committee offered to supply the final raffle prize of a gift card in the amount of \$50.

**A MOTION WAS MADE BY MARGARET KEANE TO SPONSOR THE FINAL PRIZE FOR THE BINGO NIGHT IN THE AMOUNT OF \$50. JILL BRUNO SECONDED. MOTION PASSED.**

- Doreen has arranged for the carpets in the library and offices to be cleaned. This will be paid with maintenance funds from the budget.
- The choral coach has asked for an increase. Doreen is going to speak with the chorus to see if they would consider paying for membership in the chorus. Doreen did not put any increases in her budget request for instructors. Doreen will speak to the chorus and suggest maybe paying quarterly. A fee of \$35 was being discussed. There are presently about 40 members in the chorus. Doreen stated that there are many places that charge for a membership to chorus. She doesn't think the instructor will stay if he doesn't receive an increase.
- The strength trainer has sent a letter to Doreen requesting an increase. Walter Oko read the letter to the Committee. She stated all of her certifications and mentioned she hasn't received a raise in five years. A lengthy discussion took place. Raising both of the class instructors for the paid classes was discussed. The thought was to

raise the price at the next registration cycle to give raises beginning in August or September. Doreen is going to call around to other Centers to see what they pay. Barbara Hayslip stated that if she hasn't had a raise in 5 years she deserves a raise. Doreen is going to discuss increasing the cost of the classes to the members in the class. The Committee seems to feel an increase to \$50 starting after the next registration seems fair.

- Doreen expressed an interest in having a choral group for seniors with Alzheimer's and Dementia. She stated there is a Valley organization that is trying to pilot a choral service to seniors and are looking to expand into senior centers. There was discussion regarding liability. Caregivers would have to come with the seniors. The Committee stated it would have to be for members only. Doreen is going to attend a seminar and will bring back more information to the Committee. Discussion took place regarding the issue already standing with corporation counsel.
- Doreen stated the widow and widower's group is doing very well. Its participants are very happy. Doreen approached them asking if divorced seniors could join the group. It was suggested the club be called Shelton Senior Center Singles Social.
- Doreen stated that 22 new members have joined the Center during the month of March.
- The Membership will hold their election on May 10<sup>th</sup>. The ballots will be available for voting all day. The Committee members have volunteered to man the ballot box and count the ballots on the following Monday. Nominations will be accepted until May 1<sup>st</sup>. Write in ballots will be accepted.

**A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE DIRECTOR'S REPORT FOR FEBRUARY. JUDSON CRAWFORD SECONDED. MOTION PASSED.**

**OLD BUSINESS:**

- Parking lot lighting was discussed. It was decided that the parking lot lighting should be added to the proposal for the parking lot. When there are events at the Center, cars are parked on Wheeler Street and there is not enough light. The lights in the parking lot are also not adequate. The Membership also complains that the lighting in front of the building is poor. Cheryl Dziubina is going to do some research on the lighting in the street to see if there is any updated lighting.

**A MOTION WAS MADE BY JILL BRUNO TO TABLE THE 50<sup>TH</sup> ANIVERSARY PARTY DISCUSSION. MARGARET KEANE SECONDED. MOTION PASSED.**

**A MOTION WAS MADE BY JILL BRUNO TO TABLE THE DISCUSSION ON TABLE SEATING. JUDSON CRAWFORD SECONDED. MOTION PASSED.**

**NEW BUSINESS:**

- Margaret Keane suggested having the curbing removed and more ramps at the front of the building. She stated that three people were trying to get people into the building with walkers at the same time.

**A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO ADJOURN AT 6:05 PM. CHERYL DZIUBINA SECONDED. MOTION PASSED.**

Attested to: Corie Blanck Date: 3/12/2019