

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

Meeting Minutes

March 10, 2020

The March 10, 2020 meeting of the Shelton Senior Committee was called to order by Walter Oko, Chairman, at 3:31 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  
Jill Bruno- Vice-Chairman  
Judson Crawford - Treasurer  
Roberta Sutkowski - Secretary  
Barbara Hayslip  
Margaret Keane

**Also Attending**

Doreen Laucella  
Gerry Janofsky

**Absent**

Cheryl Dziubina  
Marilyn Terlaga

**PUBLIC PORTION:**

None

**MINUTES:**

**A MOTION WAS MADE BY MARGARET KEANE TO ACCEPT THE FEBRUARY MINUTES OF THE SHELTON SENIOR COMMITTEE. BARBARA HAYSLIP SECONDED. MOTION PASSED.**

**TREASURER'S REPORTS:**

Judson Crawford read the Shelton Senior Committee's treasurer's report for the month ending February 29. He reported a balance forward of \$13,154.89 receipts \$0, disbursements \$27.62. leaving a balance of \$13,127.27 Interest on the four CD's for the month was \$111.17 bring the total amount in CD's \$61,214.54. The total amount in all accounts is \$74,341.81.

Judson reported that he turned over CD # 5729 for 7 months at a rate of 1.5%.  
CD # 6071 will be turned over for 7 months 1.25%.

Judson informed the Committee that he is going with the better rate rather than staggering the CD's at this time.

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

Gerry Janofsky read the Membership Council treasurer's report for the month ending February 29. He reported a balance forward of \$21,924.92 receipts \$2,250., disbursements \$2,272.20, leaving an ending balance of \$22,324.66. When added to the \$2,077.08 in the Memorial Checking account the total cash balance is \$24,401.74. There is \$33,504.51, in the four CD accounts leaving a total balance of \$57,906.25.

A \$18 donation was added to the memorial fund in memory of Charles Greco. \$85 was added to the parking lot account bringing it to \$1,233.43.

**A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE MEMBERSHIP COUNCIL TREASURER'S REPORT FOR FEBRUARY. BARBARA HAYSLIP SECONDED. MOTION PASSED.**

**DIRECTOR'S REPORT:**

Doreen has been very busy with all the happenings going on.

She reported that she was visited by the health department and that the kitchen received a score of 100. The gentleman stated that he doesn't see impeccable kitchens very often. They discussed the virus and what they should be doing. Doreen stated that everything covered in the class that she and Shauna took corresponds to everything they need to be doing.

Doreen has been meeting with the volunteers and is meeting with the staff tomorrow. The health department gave her brochures which Doreen passed out to the Committee.

Doreen has been in contact with the city emergency management, EMS Services and the State Department for information on how to proceed with safety protocols managing the Center. The State Department has advised that any activity with 100 or more people involved should be canceled or postponed through March. No need to panic but that the virus has not reached its peak. Doreen stated that over 300 people attend the Center on a daily basis. But because all are not present at the same time participating in the same activity that it is ok to keep the Center open. Doreen asked to Committee to review the activities for March. The first big event will be the St. Patrick's Day Party. Doreen suggested that it be cancelled.

**A MOTION WAS MADE BY JILL BRUNO THAT DOREEN BE AUTHORIZED TO CANCEL THE ST. PATRICK'S DAY PARTY SCHEDULED FOR MARCH 20 IN ACCORDANCE WITH THE RECOMMENDATION FROM THE STATE EMERGENCY AND HEALTH OFFICIALS. JUDSON CRAWFORD SECONDED. MOTION PASSED.**

Questions regarding deposits were discussed. Doreen isn't really seeing this being an issue because of the circumstances.

**A MOTION WAS MADE BY JILL BRUNO THAT DOREEN BE AUTHORIZED TO CANCEL THE MOHEGAN SUN CASINO TRIP, BASED ON INFORMATION FROM THE STATE EMERGENCY AND HEALTH OFFICIALS. MARGARET KEANE SECONDED. MOTION PASSED.**

Doreen is going to see if she can schedule the trip at a later date.

The next event scheduled is the Chorus concert and the "Afternoon of Sinatra and Friends".

**A MOTION WAS MADE BY JILL BRUNO THAT DOREEN BE AUTHORIZED TO RESCHEDULE THE SHOW "AFTERNOON OF SINATRA" CONCERT AND THE CHORUS CONCERT. BASED ON INFORMATION FROM THE STATE EMERGENCY AND HEALTH OFFICIALS. BARBARA HAYSLIP SECONDED. MOTION PASSED.**

Doreen is going to see if the Chorus can reschedule the Concert. The Afternoon with Sinatra and Friends will be rescheduled also.

Doreen stated that the Anniversary Party will also be rescheduled. She has a new date of June 7. She is asking the Committee if she can deposit the money and work off the funds to reschedule the people that already bought tickets and refund anyone that can't make it on the new date.

**A MOTION WAS MADE BY JILL BRUNO TO AUTHORIZE DOREEN TO NOTIFY TICKET HOLDERS OF THE ANNIVERSARY PARTY THAT THE CENTER WILL BE HOLDING THE FUNDS IN ESCROW FOR A RESCHEDULED DATE OF JUNE 7<sup>TH</sup> FOR THE ANNIVERSARY PARTY.**

**ANYONE WHO CAN'T MAKE ON THE NEW DATE CAN CONTACT DOREEN FOR A REFUND. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.**

Doreen will put all the information on the info line and will put out a notice on paper along with a poster up in the lobby letting members know of the cancelations and any other changes as the happen.

Jill questioned the attendance policy for some of the classes. Doreen explained that the policies will be waved at this time.

Doreen would like anyone to let her know if anyone that has traveled. She will be asking anyone who has gone on a trip that they will be asked to stay away for 14 days to keep everyone else safe. Also, let her know if anyone seems ill at the center, Doreen will announce this on the info line and put a notice on the front door.

Judson Crawford stated that the hand sanitizer has been put out at the front desk and outside the kitchen. The health department official was very pleased to see it. Doreen explained the correct way to use the hand sanitized to the Committee.

Doreen has already canceled the trip to Nashville. Not only because of the virus but also the tornado damage. She is hoping to reschedule.

Doreen stated that 211 is the emergency line. Also, the state has a website, [CT.gov/coronavirus](http://CT.gov/coronavirus). This is a good site for information. Doreen was given a letter that was given to the Mayor. Doreen assured the Committee that the Mayor knows what is happening at the center. She has not been in contact with him but stated he knows the Center is in good hands.

Doreen met with the Mayor and will be meeting with him again. The Mayor asked for the job descriptions of the front desk clerk, clerk and the assistant/bookkeeper. She will meet and go over them with him. He questioned the additional funds in the budget. Doreen explained that she put in the part time salary as well as the full-time salaries. It will change when the Mayor makes his decision regarding full time.

Doreen stated that she was visited by Milford Senior Center representatives.

She learned that Milford has 42 employees, 17 full time. Their budget is 1.3 million.

They also have about 2,500 members but only about 100 per day attend the Center.

Milford also has many activities at their Center. They have three people working in their kitchen and three people work on their newsletter. The director was impressed with Shelton's Center and purchased a ticket to the Anniversary Party.

Doreen arranged a program with Highland which will allow Center members to golf.

The cost will be \$25 weekly and they will be able to pay 9 holes of golf and use a motorized golf cart. This will be the Shelton Senior Golf League. She needs 12 seniors to participate but could have up to 45 members.

The Festival of Trees will use the Center for their fair but it will be changed to Countdown to Christmas and will be held October 24 and October 25. The Senior Center will still have their own tables the same as Festival of Trees.

**A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO ACCEPT THE FEBRUARY DIRECTOR'S REPORT. BARBARA HAYSLIP SECONDED. MOTION PASSED.**

**A MOTION WAS MADE BY BARBARA HAYSLIP TO AUTHORIZE DOREEN TO CANCEL ANY EVENT THAT TAKES PLACE IN THE SHELTON SENIOR CENTER THAT IS EXPECTED TO HAVE 100 OR MORE PEOPLE ATTENDING DURING THE MONTH OF APRIL. MARGARET KEANE SECONDED. MOTION PASSED.**

**OLD BUSINESS:**

Walter Oko mentioned that he wants the budget to reflect that the Center doesn't receive the funds for the lunch program, exercise classes and the membership funds. He wants to be sure the boards are aware of these funds being returned to the city.

Walter also made it aware that he has not given up on the parking lot and has notified one of the Alderman.

Doreen is still waiting for the new boiler. She hasn't had time to look into individual units for the rooms that are really cold such as the bingo, card, quilting rooms. She is still working on getting quotes.

**NEW BUSINESS:**

Doreen stated that members and groups using rooms at the Center have been told they can not open windows. It is too dangerous. Some of the sashes are rotten and the windows can come crashing down.

**A MOTION WAS MADE BY MARGARET KEANE TO ADJOURN AT 5:20 PM.  
BARBARA HAYSLIP SECONDED. MOTION PASSED.**

Attested to: Corie Blanch Date:3/11/2020