

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

**Meeting Minutes
Shelton Senior Committee**

April 11, 2017

The April, 2017 Meeting of the Shelton Senior Committee was called to order by Walter Oko, Chairman, at 4:00 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
Jill Bruno
Margaret Keane
Marilyn Terlaga

Also Attending:

Doreen Laucella
Gerry Janofsky

Absent:

Cheryl Dziubina
William Smarz-Co-Chairman

PUBLIC PORTION:

None

MINUTES:

A MOTION WAS MADE BY MARGARET KEANE TO ACCEPT THE MARCH MINUTES OF THE SHELTON SENIOR COMMITTEE AS PRESENTED. MARILYN TERLAGA SECONDED. MOTION PASSED.

TREASURER'S REPORTS:

The Shelton Senior Committee Treasurer's Report for the month ending March 31, 2017 was read by Judson Crawford reporting a forwarding balance of \$22,005.54. Receipts of \$317.75, Disbursements \$63.56, leaving a balance of \$22,259.73. The four CD's total 46,892.66 added to the accounts the total is \$69,152.39.

A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE SHELTON SENIOR COMMITTEE TREASURER'S REPORT FOR MARCH AS READ. MARILYN TERLAGA SECONDED. MOTION PASSED.

Judson informed the Committee that the fees charged last month were reversed. Walter Oko questioned where the funds from the computer account are kept. Doreen explained that it is in its own checking account. Walter only questioned it because it was never getting interest. Jill questioned why if supplies were being purchased why it wasn't coming from the budget. Doreen explained that they do buy paper and such supplies out of budget funding. This account is from fees paid to take the class and they purchase special supplies and equipment such as the TV. Marge questioned why the account is with the Committee and not with the Membership. It was explained it is more like the exercise class where a fee is paid to take the class.

The Membership Treasurer's report for the month of March 2017 was read by Gerry Janofsky reporting a beginning balance of \$17,262.82. Receipts of \$0, Disbursements of \$150.00, leaving an ending balance of \$17,112.82. Together with the Memorial Fund \$2,188.20 and the Business Value Account \$1,621.45 the total account balance in all

accounts is \$20,922.47. The four CD's total 20,674.54 added to the account balances the total is \$41,597.54.

A MOTION WAS MADE BY JILL BRUNO ACCEPT THE MEMBERSHIP'S MARCH TREASURER'S REPORT. MARGARET KEANE SECONDED. MOTION PASSED.

Judson Crawford reminded Gerry to keep watch for fees for depositing more than \$1,000. Gerry stated he would keep a watch for fees on the next statement.

DIRECTOR'S REPORT

Budget:

Doreen stated that she will be attending a budget meeting tonight. Walter Oko will go with her for support. Doreen passed out the budget. It showed what was requested, \$187,846.00 for full time payroll and the mayor's recommendation is \$120,000. In the part-time payroll line item, Doreen requested \$178,232 and the recommendation is \$130,000. She feels she is short about \$116,000. She stated he has taken out all consideration for full time employees. Doreen understands his logic but doesn't agree with it. Doreen stated this can be a workable budget for this year. She would like to make the board aware that the Center is not a department inside of City Hall; it is a facility running with one full time and four part-time staff members. She would like them to realize that she wants and needs full time help. Next year she will have been in her position for a full year and will be able to back her request with data. It was noted that last year the Center gave back \$39,000. Doreen told the Committee that the Parks and Rec facility employs five full time staff members. The membership and programs have grown considerably to having 400 or more people in the building during the day. The lunch program has grown to serving 80 people to day. It was reported that between the kitchen and snack bar and the exercise class \$38,000.00 is returned to the city each year. Doreen also reported that \$6320. from membership fees has been returned. Walter explained why the snack bar money is being returned to the City. Years ago the Mayor was concerned with pilferage. The account was set up so that all food and monies would be accounted for.

Cameras:

Doreen reported that the cameras are in and will be installed shortly. The signage will be taken care of with the installation. Doreen needs to pick out a monitor.

Scanning Systems:

Doreen passed out information for the Committee to read on the scanning system she is looking into. She has looked into three different systems and has spoken with directors from other centers with scanning systems to gather information. She feels this is the system she is going to want to use and would like the Committee to review the information and be ready for discussion at the next meeting.

There is a cost of \$720. per year for monitoring the system. The Touch screen is about \$600 to \$700, a scanner \$175, and about \$100 for a laminator. Out of pocket cost is about \$1000.00. Doreen is looking into a couple glitches she is working out with the system administrator. She is confident they will be taken care of.

Landscaping:

Doreen reported that the fire bush shrubs have been trimmed. 10 feet in space on the patio was gained. A quote for mulch from Allison was passed out. The Committee and Doreen feel it is expensive. Doreen suggested maybe using pea gravel instead of mulch. Doreen felt she might be able to get a better price for mulch. She will get quotes for both mulch and pea gravel for the next meeting. The Committee is still waiting for a quote from Allison for landscaping the entrance sign and the area when you first drive into the Center.

Casino Night:

The casino trip on Good Friday has 40 people signed up so the trip is a go. The Center will not make any money but the trip will go out.

Mother's Day:

Doreen reported that the Mother's Day party is almost sold out.

Chorus:

The Chorus will perform on April 21.

Father's Day

A barbeque is being planned for the Father's Day party.

Building Use:

Doreen reported the Lincoln Republican Party has rented the building for a fundraiser on April 22. She said she will make herself available for the event.

Membership:

Doreen called the area Senior Centers to see what they charge for membership.

Ansonia \$5 residents \$6 non-residents

Stratford \$5 residents \$10 non-residents

Milford \$15 residents \$25 non-residents

Derby \$5 residents \$8 non-residents

Trumbull \$5 residents \$20 non-residents

Monroe \$15 residents \$25 non-residents

Doreen gathered the information for the Committee to consider when discussion for changes at the Center take place. The Committee will be looking at how many members from out of town are going to be allowed membership going forward. Jill Bruno asked Doreen for membership numbers at the present time. Doreen reported inactive members (4162), active members (2175), Shelton members (1656) Out of Town members (512). Discussion took place on whether the Valley needs to be considered. Should it just be out of town members including Valley and outside the Valley. Grandfathering in the present out of town members was considered. Doreen stated guidelines are needed. They will be the responsibility of the committee.

A MOTION WAS MADE BY MARGARET KEANE TO ACCEPT THE MARCH DIRECTOR'S REPORT AS PRESENTED. JILL BRUNO SECONDED. MOTION PASSED.

OLD BUSINESS:

Automatic Doors:

The Committee will ask Chris Potucek for a copy of the original automatic door plan. Jill asked if the proposal for the desk enclosure is dead. Doreen stated the Mayor has stated

A MOTION WAS MADE BY JILL BRUNO TO TABLE THE AUTOMATIC DOORS DISCUSSION TO THE NEXT MEETING. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

A MOTION WAS MADE BY JILL BRUNO TO TABLE THE WALK AROUND TILL THE MAY NINTH MEETING. ROBERTA SUTLOWSKI SECONDED. MOTION PASSED.

Doreen informed the Committee that the City of Shelton's new web-site is up and running. She encouraged the Committee to go on and read the newsletter. The minutes and the agenda are also posted to the new site.

NEW BUSINESS:

It was brought to the attention of the Committee that membership was mistakenly given to a person who is not age 55. It is believed they started as a volunteer. Doreen was made aware of the situation. Discussion took place regarding the by-laws and the situation. A plan was put in place.

Walter also expressed a concern that people must be members to sign up for the trips.

A MOTION WAS MADE BY JILL BRUNO TO ADJOURN THE MEETING AT 5:35 P.M. MARILYN TERLAGA SECONDED. MOTION PASSED.

Attested to: Corie Blanck Date: 4/12/17