

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

**Meeting Minutes
Shelton Senior Committee**

November 14, 2017

The November 14, 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
William Smarz-Vice-Chairman
Roberta Sutkowski-Secretary
Judson Crawford-Treasurer
Jill Bruno
Cheryl Dziubina
Margaret Keane
Marilyn Terlaga

Also Attending:

Doreen Laucella
Gerry Janofsky
Barbara Hayslip

PUBLIC PORTION:

None

MINUTES:

A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO ACCEPT THE OCTOBER MINUTES OF THE SHELTON SENIOR COMMITTEE. JUDSON CRAWFORD SECONDED. MOTION PASSED.

TREASURER'S REPORTS:

The Shelton Senior Committee Treasurer's Report for the month ending October 31, 2017 was read by Judson Crawford reporting a forwarding balance of \$21,864.46. Receipts of \$186.45, Disbursements \$0, leaving a balance of \$22,050.91 The four CD's totaling \$47056.79 added to the accounts total is \$69,107.70.

A MOTION WAS MADE BY WILLIAM SMARZ TO ACCEPT THE SHELTON SENIOR COMMITTEE TREASURER'S REPORT FOR OCTOBER AS READ. MARILYN TERLAGA SECONDED. MOTION PASSED.

The Shelton Senior Membership Treasurer's Report for the month ending October 31, 2017 was read by Gerry Janofsky reporting a forwarding balance of \$20,024.16. Receipts of \$4044.69, Disbursements \$2,968.24, leaving a balance of \$21,10061. Together with the Memorial Fund Checking \$1950.95 and the Business Value Savings \$1621.64 the accounts total \$24,673.20. Added to the CD's \$20,755.56. leaves a total balance of \$45, 428.76.

A MOTION WAS MADE BY MARGARET KEANE TO ACCEPT THE SHELTON SENIOR MEMBERSHIP TREASURER'S REPORT FOR OCTOBER AS READ. ROBERTA SUTOKOWSKI SECONDED. MOTION PASSED.

Jerry Janofsky told Judson that he had a CD mature and he went to Webster Bank with comparative rates from People's bank. He was able to work with Webster to get a better rate than they offered. He was able to get a 9 month CD for 1.35. The Committee has a CD coming due in November.

DIRECTOR'S REPORT

Doreen reported:

- The Octoberfest went very well. Everyone loved the entertainment. Doreen is trying to hire the same person for the Anniversary party in January. The party would have to be held later in the day because the entertainer is booked every Friday. He could only come between 3:00 pm and 5:00 pm. The entertainer would do a snow date if the weather was bad. The concern with the time is that it will be dark at 5:00 PM. Sunday afternoon was a consideration. After some discussion it was decided to postpone the party until Spring. Doreen is going to check with the entertainer for open dates.
- The Veteran's day party will be held on Friday, November 17. It is a sold-out event. Aside from a delicious dinner, there will be an Emcee, the Veteran's Association, Park Street Singers and Willie Niniger, a singer and dance music. There were four veterans on the waiting list and four people backed out so the veteran's will be attending. The Mayor told Doreen that he will pay for the extra people attending the event. It is promising to be a wonderful event honoring the veterans.
- Office of Emergency Management has gone over protocol for fire drills with Doreen. She has met with them several times. She has gone over fire drills with the staff and after Thanksgiving there will be a fire drill enforcing the protocols.
- Doreen met with Allison Menedez and the Mayor. The Mayor wants to keep the plantings around the sign there. He would like it to be groomed better and maybe add a little color. He would also like woodchips in the beds. Allison is going to check the chips before they deliver them. She promises they will be a better quality than last time.

- Doreen hasn't been told the date of the city Christmas party. She will let the Committee know when she receives the information. Doreen asked the Committee if they would like to have their Christmas Party at Barra's, the new restaurant on Bridgeport Ave. It was decided that Doreen would make a reservation for 6:00 pm following the December meeting.
- Doreen found a 49" TV at Best Buy which she will purchase with the funds she received from AARP and Triple A donations. The Committee has agreed to pay the difference. The Membership is purchasing a 75" so they can watch movies. Doreen plans on scheduling some movie days on Sundays during the winter.
- Doreen reported 19 new members registered during the month of November.
- Doreen passed out the paperwork for Registration for classes to the Committee. This is the packet that members will receive to fill out to register for paid classes. The Committee was asked to review and make any recommendations. They were also asked to read it and be informed so that they can answer member's questions if they come to them. This is paper registrations for priority class members. Members will have two weeks to register for their membership to the Center. Doreen has been announcing the process to the larger classes. She will also hang a large poster in the lobby. Members must have a renewed membership card to be able to sign up for classes. From January 1 thru January 10 members will renew their membership. Beginning January 11 to January 24 paper registration for priority class members will take place. Beginning January 25 registration will be open to anyone new to the class or anyone who would like to change their class time. They will have to come in to register because there are other papers that need to be filled out.

A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE DIRECTOR'S REPORT FOR OCTOBER. MARILYN TERLAGA SECONDED. MOTION PASSED.

Marge brought up the point that many members at the Center don't know who Doreen is. It was decided at the Christmas party pictures will be taken. Doreen's picture will be posted in the lobby so members will recognize Doreen as the director.

OLD BUSINESS:

A MOTION WAS MADE BY JILL BRUNO TO POSTPONE THE PROPOSAL FROM ALLISON MENENDEZ. MARILYN TERLAGA SECONDED. MOTION PASSED.

A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO TABLE DISCUSSION ON THE SCANNER SWIPE SYSTEM UNTIL JANUARY. CHERYL DZIUBINA SECONDED. MOTION PASSED.

A MOTION WAS MADE BY JILL BRUNO TO ACCEPT DOREENS PROPOSED POLICY AND REGISTRATION INSTRUCTIONS FOR PAPER REGISTRATION FOR PAID CLASSES. MARGARET KEANE SECONDED. MOTION PASSED.

- Discussion took place regarding the absence rules for non-paid classes. After discussing many scenarios it was decided that Doreen will speak to the leaders of all the groups to see if they have the same type of problems. Because the arts & crafts class meets two days a week the leader is not sure what the policy should be. When her people don't come she would like them to call her. There is a waiting list because she can only have 10 people working at a time.

A MOTION WAS MADE BY WILLIAM SMARZ THAT DOREEN AND THE GROUP LEADERS WILL WORK OUT A SOLUTION TO ABSENTEE ISSUES. IF THEY CAN'T FIND A SOLUTION THEY WILL COME BACK TO THE COMMITTEE. MARGARET KEANE SECONDED. MOTION PASSED.

- Doreen suggested leaving the trip sign up procedure as it stands now. Walter requested it be put into a policy.

A MOTION WAS MADE THAT MEMBERS WOULD HAVE A TWO WEEK SIGN UP PERIOD FOR TRIPS. AFTER THE TWO WEEKS IF THERE IS ROOM A MEMBER CAN SIGN UP A GUEST. IF THE MEMBER CAN'T GO BECAUSE THERE ISN'T ROOM FOR THEIR GUEST, THE MEMBER CAN REQUEST A REFUND. THE REQUEST MUST BE MADE RIGHT AFTER THE TWO WEEK SIGN UP. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

NEW BUSINESS:

- The cost of membership was discussed. Costs from surrounding towns were considered. The fact that many dedicated volunteers are from out of town was also discussed.

A MOTION WAS MADE BY WILLIAM SMARZ TO CHARGE SHELTON RESIDENTS \$4. AND OUT OF TOWN RESIDENTS \$10 FOR MEMBERSHIP TO THE SHELTON SENIOR CENTER. JILL BRUNO SECONDED. MOTION PASSED.

A MOTION WAS MADE BY JILL BRUNO TO TABLE THE VOLUNTEER STATEMENT. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

A MOTION WAS MADE BY JILL BRUNO TO GO INTO EXECUTIVE SESSION AT 5:43 PM. CHERYL DZIUBINA SECONDED. MOTION PASSED.

A MOTION WAS MADE BY JILL BRUNO TO COME OUT OF EXECUTIVE SESSION AT 6:05 PM. CHERYL DZIUBINA SECONDED. MOTION PASSED.

MOTION WAS MADE BY WILLIAM SMARZ TO ADJOURN THE MEETING AT 6:07 P.M. JUDSON CRAWFORD SECONDED. MOTION PASSED.

Attested to: Corie Blank Date: 11/14/2017