

Chittenden County Senior Citizens Alliance, Inc.
d/b/a Heineberg Community & Senior Center
Board Meeting Minutes
March 29, 2017

Present: Linda, Ayer, Michele Catella, Sally Grossnickle, Dave Hartnett, Lavenia Mederios, Diane Noyes, Gloria Reynolds

Absent: Judie Blanchard, Arlene Woods

Guests: Ken Bridges, Julie Goodall, Gail Moreau

Public Forum: Guests were introduced. Ken Bridges is interested in joining the Board, Julie is our newly hired bookkeeper and Gail Moreau is interested in the business of the Center.

8:58 Call to Order/Approval of Agenda:

Linda called the meeting to order. There were no changes to the Agenda.

Executive Director's Report:

Beth reported that the automated doors and lighting have been installed. At our monthly meeting on April 5 Beth will encourage people to use the elevator and provide a free lunch voucher for those who do.. Our grant needs to be finalized by July so painting, flooring, and lighting will be addressed in the next few months. Mayor Weinberger will be at the Center on April 19 celebrating Community Development Week. Beth attended the Burlington Collaboration Meeting which is looking at the decrease in meals served to seniors and United Way is possibly adding transportation to their focus area. In a meeting with Age Well it was explained that they are pulling back on funding and will no longer support special meals and will deliver meals only when the numbers are reasonable. We are expecting a new intern this summer specializing on nutrition. A Site Committee may be formed to look into our meal program. Please see the Executive Director's Report for further information.

Secretary's Report:

A motion made by Sally and seconded by Diane to accept the Secretary's Report passed unanimously.

Treasurer's Report:

Julie did an overview of work that she and Beth have accomplished. A motion made by Lavenia and seconded by Dave to accept the Treasurer's Report passed unanimously.

Committee Reports:

Committee Reports were sent to the board prior to the meeting. Sally explained the Claussen Plant sale.

Old Business:

Three changes to the By-Laws will be presented to the Participants via email and posting a flyer. Judie approached Anne regarding the change in the fiscal year. Depending on Anne's response this item may or may not appear on the ballot. A ballot box will be available at the Center to accept votes. An effort will be made to hand out ballots to people attending classes at the Center and other activities.

Dave reported that our request for additional support from the City has been presented. Discussion on the City Budget will begin at their April meeting and extend into May. At the present time the City's support is \$37,000 annually. Our yearly salaries for staff are \$60,000. A Public Forum on April 17 would be a good time for people to comment on our request.

New Business:

Annual Appeal—Beth will be drafting a letter next week showing where the Center's money is spent. Michele asked for a copy of the letter and will establish a space upstairs for Jazzercise participants to donate.

By-Law Amendments—Linda asked Board Members to submit any changes to the by-laws to her. Gloria and Linda will meet to finalize the changes. A copy of the by-laws with highlighted changes will be posted at the Center for review by Participants.

10:00 Executive Session:

A motion made by Lavenia and seconded by Michele to go into Executive Session was approved unanimously.

10:35—A motion made by Lavenia and seconded by Sally to come out of Executive Session passed unanimously.

A six month Evaluation of the Executive Director was completed. A motion made by Lavenia and seconded by Diane to approve working hours of 16 hours weekly for the Executive Assistants was approved unanimously.

10:40--Adjournment

A motion was made by Lavenia and seconded by Michele to adjourn passed unanimously.

Next Meeting: April 19, 2017