

Chaplin Senior Center

132 Chaplin Street
Chaplin, CT 06235

Minutes of Board Meeting – June 3, 2014

The Board of Directors of the Chaplin Senior Center met in the Craft Room at the Senior Center on Tuesday, June 3, 2014 with the following members in attendance:

Doreen Bolduc	Marilyn Nurme	Walt Zlotnick	Roxanne StJean (Director)
Paul Carbone	Bill Philbrick		
Carl Linkkila	Ruth Randall		

Chairman Bill Philbrick opened the meeting at 9:35 AM.

1. Audience For Citizens - None

2. Secretary's Report

Paul Carbone made a motion to accept the minutes of the May 6th, 2014^{Board} meeting. The motion was seconded by Walt Zlotnick. Motion was approved by all of the Board Members present.

3. Correspondence - None

4. Director's Report

a. Financial Report

Roxanne reported that the current balance in the Special Revenue Account is \$17,755.94 and the petty cash balance is \$208.09.

b. Membership

The Senior Center membership is 283.

c. Dues Collection for 2014

Membership dues collected for 2014 is \$1,885.

d. Lunch Program

The lunch program is doing great. The number of participants is averaging between 30 to 35 people.

e. Planned Activities

June 4	11:30	Parish Hill Chorus
June 16	10	Wreath Making Class \$6
July 23	12:30	Myrna Ryker – Country/Western Concert

f. Other

Larry Tripoli said the extra cost for cleaning the entry way carpet once a month would be \$35. This subject would be discussed in the fall.

Design strongly recommends the washing and waxing of the Function Room floor twice a year instead of once. The cost for this extra work would be \$300. The cost to strip, wash and wax the floor would be \$725.

The floor was done in December, 2013 and the new border done in April, 2014. The next

Floor washing and waxing will be done in December 2014. If the Board decides to schedule the extra washing and waxing, it would be discussed for the possible inclusion in the 2015-2016 budget.

Roxanne read an e-mail from Peggy McElroy requesting the use of the Senior Center for either Friday, September 19th or Friday, September 26th. for the purpose of conducting a mahjong tournament. It is expected to last approximately 4 hours and involve approximately 40 people. The kitchen will not be used for cooking. Any net revenues will be donated to the Senior Center. The Board members expressed their approval citing it was good use and is really an extension to an existing program.

5. Building Review

Paul reported that he had replaced the two stained ceiling tiles in the Craft Room and changed the water filter in the kitchen. In addition did some outside garden work in front of the building.

The heater tape installation as previously outlined for the front roof has not been done. This will be addressed at the next Board meeting,

6. Vegetable Garden Update

Roxanne thanked the Board members who helped with the construction of the new vegetable garden and/or donated items for use with the garden. The garden has been planted and we are waiting for the first crops.

7. 2013-2014 Budget Review

Roxanne and Bill will prepare the paperwork necessary for reporting the year end budget deficit to the Board of Finance.

8. 2014-2015 Budget Review

As of this date, the final budget figures have not been received from the Board of Finance.

9. Copier

The third replacement copier has been installed by Xerox but advised the existing warranty is not being extended because they have already provided two replacements. Because of the problems with the previous copiers which appear to occur after the yellow toner was changed, the technician will oversee the next change.

Roxanne said that a one year service warranty would cost \$180 per year. Walt Zlotnick made a motion to purchase a one year service contract at a cost of \$180. Doreen Bolduc seconded the motion. All Board members present voiced their approval.

10. Flyer

The mailing of the flyer will be discussed at the next Board meeting in August.

11. Future Projects, Events or Programs – No discussion

12. Other Topics, Current or Future

There will be no Board meeting in July. The next Board meeting is scheduled for August 5, 2014.

13 Adjournments

Walt Zlotnick made a motion to adjourn the meeting at 10:45 AM, seconded by Doreen Bolduc. All Board members present voiced their approval.

William E. Philbrick

Acting Secretary

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