

**Chaplin Senior Center
132 Chaplin Street
Chaplin, CT 06235**

Minutes of Board Meeting – April 7, 2015

The Board of Directors of the Chaplin Senior Center met in the Craft Room at the Chaplin Senior Center on Tuesday, April 7, 2015 at 9:30am. The following members were in attendance: Bill Philbrick-Chair, Carl Linkkila, Marilyn Nurme, Pat Boyd, Paul Carbone, Ruth Randall, Doreen Bolduc and Karen O’Gorman –Alternate seated for Walt Zlotnick. Walt Zlotnick arrived at 11:02am. Also Present: Roxanne St Jean-Director and Suzanne Gluck, Recording Clerk.

Bill Philbrick called the meeting to order at 9:33am.

1. Audience for Citizens

None

2. Secretary’s Report

Karen made a motion to accept the secretary’s report. Paul seconded. All in favor.

3. Correspondence

None

4. Director’s Report

Roxanne reported cash on hand is \$372.24. Special Revenue is \$16,882.34 and membership is at 286. Roxanne stated that the Special Revenue was \$18,830.29 before but decreased due to the bonuses paid in December. For memberships we lost 2 members but gained 2 members. According to Roxanne we are growing, it is slow, but constant.

Roxanne also reported that the lunch review is good. Gisele is in the kitchen prepping for tomorrow’s pot roast dinner.

Regarding the centers activities, on Monday, April 20th the pickle ball games begin. Yesterday Steve Laume and Ray Nurme set up the court in the Community Room. They will demonstrate how to play after the Board Meeting today. Total material cost was \$511.77. Discussion ensued regarding the storage of the extra tables stored in the room. The board will take a look at this later to see where the tables can be moved to.

Roxanne reported that on Monday, May 18th the Mansfield Senior chorus will be at the Center to perform their spring concert. A pot luck lunch will be served beforehand. On Wednesday, May 20th Parish Hill is doing the Annual Senior breakfast. Roxanne let the Board know she will be on vacation the week of May 11th through the 15th. Also, next Thursday she will be meeting at the Columbia Senior center with other directors to review trips, etc.

Roxanne reported on the electric bill in the General Fund. We are no longer over budget and show a balance of \$1400. The electric bill now states only the usage and not the loan. Bill wanted to know if the budget was adjusted for next year. Roxanne will check.

Roxanne informed the board that the Xerox warranty expires at the end of May and to renew is \$179.99 and asked for approval to take payment out of the Special Revenue fund. Pat made a motion to approve this expense. Doreen seconded the motion. All in favor.

5. Building Review

Paul reported that everything is good. He stated it may be time to change the water filter. He also reported that the gutter out back was broken due to the ice and is still not fixed. The front gutters are good but may need cleaning.

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6. Vegetable Garden

Bill asked the Board if they should plan on expanding the garden that was put in last year. Roxanne did not recommend expansion and suggested not having as much so the volunteers we have can easily maintain the garden. Some items don't do well after not being attending to for 3 days when we are closed. The cabbage got worms and they multiply quickly. Otherwise the garden did very well and the vegetables were used in our Wednesday lunches.

7. Landscaping

Bill asked the Board if they should replace the pine they lost at the end of the walkway. The Board discussed the possibility of replacing with a low maintenance item, possibly signage, summer blossoms, or grasses. Bill stated that maybe they should hire someone to do maintenance for landscaping. If someone were to be hired it can be taken from Special Revenue if it is a contracted business, not as an employee hire. Bill also stated that the library may be interested in sharing costs for the contractor. Carl will check with Jessica in the library to see who they used before if they were a volunteer or professional and he will get names of contractors and present at the next meeting.

8. Policies

Bill reported at the last meeting in March that the Board form a committee to create a policy about the use of the function room. Two meetings were held and he presented a draft policy to the Board. The Board discussed "religious use" under the types of activities which would not be approved. Carl recommended stating it as "religious service" instead so there is no misunderstanding. Discussion ensued regarding what the charge should be for the use of the room. Other communities charge \$200 for events, we have been charging \$25, Bill suggested they raise the fees. Pat also recommended changing "memorial services" to "memorial receptions". Bill suggested that the Chaplin Senior members not be charged for memorial receptions or maybe a suggested donation.

9. Kitchen Floor Repairs

Bill reported that he had not done anything yet on the kitchen linoleum problem but asked if there were any safety issues. There are none. Bill will talk with Design East to see if we can get a quote on the repairs needed.

10. Other Topics, Current or Future

None

11. Next Meeting Date

The next meeting will be held on May 5, 2015. Bill asked that landscaping and garden to be added to the agenda for this meeting. Karen O'Gorman let the Board know she would not be available for this meeting.

12. Adjournment

A motion was made by Doreen to adjourn the meeting. Carl seconded the motion. The meeting was adjourned at 11:03am