

Chaplin Senior Center

Board of Directors

132 Chaplin Street

Chaplin, CT 06235

The Board of Directors for the Chaplin Senior Center met for its regular meeting on Tuesday, **April 1, 2025**, in the Senior Center craft room.

Members present: Chairperson Irene Schein, Robin Hoagland, Ellen Gillon, Ann Lewis, Carl Linkkila; alternates Joyce St. Lawrence and Victoria Northrop (also acting as recording clerk); Director Lisa Kegler and Assistant Director Lynn Grindle.

- 1. Irene Schein called the meeting to order at 10:03 a.m.** Irene seated Victoria Northrop for Crystal Gebhardt and Joyce St. Lawrence for Shirley Rakos. Also absent were Dawn Gilbert and Janice Godaire and alternate Sally Ireland.
- 2. Additions to the Agenda:** Irene added to section 7c of the agenda a review of the Center's by-laws for consistency and accuracy.
- 3. Audience for Citizens:** none present
- 4. Minutes:** The minutes of the Board Meeting of March 4, 2025 were approved, with the correction of a small typo, unanimously after a motion was initiated by Joyce and seconded by Victoria.
- 5. Old Business**

5a. Director's Report:

- a. Special Revenue Fund: \$39,326.18
- b. Cash on Hand: \$424.48
- c. Membership: 413
- d. Dues for 2025 thus far: \$1680
- e. Correspondence: None

Lisa gave the Board a detailed breakdown of the Center's use and activities for March.

- There were 961 individual visits to the Center in March 2025.
- 531 lunches were served

The detailed breakdown included the number of participants in all twelve of the Center's regular activities, the most popular being: 206 doing "Fit and Fun", 66 in the breakfast club, and 62 playing Mahjongg. Lisa apprised the Board of several upcoming activities: on April 10th, the Artist-of-the-Month, Jane Collins, will be doing a talk about her current

exhibit. The annual Plant and Grinder Sale fundraiser will take place on May 10th. Lisa has planted many seeds for the plants and the Board discussed volunteers for the event and when Lisa would find assistance most helpful. Victoria volunteered to hand letter the stakes for the seedling pots again. On April 8th there will be a workshop/party to learn about spring bulb forcing and demonstrate techniques. There will also be a Mayday basket creating session for the benefit of seniors in nursing homes on April 29th, and the AARP Safe Driver course will be offered again on April 15th from 10-2 for a fee.

The annual Chili Challenge cook-off was a success and 80 guests came out to taste the chili recipes of 19 different people.

5b. Art Committee Update

- Jane Collins is currently exhibiting for April.
- Gabrielle Zane was unable to take the May spot, so the art committee will seek another artist or ask Jane Collins if she's willing to leave her work up for May.
- For October, an "art market" suggested by Ann Chuk, featuring works of various artists that people would like to offer for sale. Possibly we could suggest some small donation to the Center from proceeds.
- For Nov-Dec: a collaborative show once again of the artists who displayed their work over the course of 2025.

For future exhibits in summer the following people are being considered:

Michael Connor (architectural drawings)
Bruce Raymond (photos)
Cathy Smith (fabric art)

5c. Chorus Update: The chorus is temporarily on hold.

5d. Facility Update: Lisa informed the Board that the Center's current grill is not functioning and the cook, Bob Grindle, has requested that it be replaced. Victoria moved to approve up to \$1000 for a new grill of the scale needed for the Center's kitchen from the Special Revenue Fund, which was seconded by Ellen and then approved unanimously by the Board. Lisa said that the issues with cleanliness in the Community Room have improved. She also informed the Board that, after the latest fire safety inspection, it looks like heat sensors in the entire building (including the Library and utility areas) may need updating.

6. New Business

- a) Increase Volunteerism:** The Board discussed how we might (and whether it was needed) to solicit more volunteers for the Center, as often it falls on the same shoulders. The Board recognized how much Shirley, Janice, Robin, Joyce, and many others help out with supporting the Center.

b) Events and Activities: Please see the Director's Report

c) Review of the By-Laws: Before the next regular meeting of the Board, Victoria will draw up a draft of the By-Laws with attention to consistency and accuracy, based in part on the recommendations made by Shari Smith, the Town Clerk. The Board then discussed various amendments that needed to be made, which included the following:

- The June meeting would formally become the Annual Board Meeting
- The Treasurer would be formally named as the Senior Center Director
- The Secretary would be formally named as a hired clerk (currently Victoria Northrop or whichever Board member produces the minutes during any absence)
- The By-laws need to state that regular meetings will always take place on the first Tuesday of the month at 10 am, with the exception of January and July, when there are no meetings, and June, which would now be the Annual Meeting.
- The terms of Board members are 3 years, staggered to help with consistency of administration
- The terms of Officers is 1 year

Irene, Shirley, and Ellen's terms end at the last day of June 2025, so, at the May meeting the Board will formally recommend their reappointment to the Board of Selectmen, should those members choose to accept it.

After this discussion, Irene moved to recommend these changes to the By-Laws, Ann Lewis seconded, and the Board approved unanimously.

7. Suggestions for Next Regular Meeting: The Board will discuss the new draft of the By-Laws and make any further changes, and then submit them to the BOS.

8. Next Meeting Date: The next meeting is May 6, 2025 @ 10 a.m.

9. Adjournment: the meeting was adjourned at 10:37

Minutes submitted by Victoria Northrop, recording clerk