

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, **September 3, 2024**, in the Senior Center craft room.

Members present: Chairperson Irene Schein, Ellen Gillon, Carl Linkkila, Robin Hoagland, Ann Lewis, Dawn Gilbert, Janice Godaire, Crystal Gebhardt, and Shirley Rakos; alternates Joyce St. Lawrence, Sally Ireland, and Victoria Northrop (also acting as recording clerk); Director Lisa Kegler.

- 1. Irene Schein called the meeting to order at 10:01 a.m.** The full Board was present.
- 2. Additions to the Agenda:** None
- 3. Audience for Citizens:** The Assistant Director, Lynn Grindle, was also present.
- 4. Minutes:** The minutes of the Board Meeting of August 6, 2024 were approved after a motion was initiated by Ellen and seconded by Dawn. Crystal abstained as she was absent in August.
- 5. Old Business**

5a. Director's Report:

- a. Special Revenue Fund: \$49,216.79
- b. Cash on Hand: \$440.05
- c. Membership: 408
- d. Dues Collected for 2024 thus far: \$2,039
- e. Correspondence: None

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

- There were 925 individual visits to the Center, with an average of 42 per day.
- 467 lunches were served, with an average of 58 per day served.

Activities: Breakfast was the most popular, followed by Fit and Fun, Mexican Train, Bingo, Mahjong, Pickleball, Yoga, and Memoir. Lisa also gave the individual numbers of participants for each of these activities. There was also good participation in the blood pressure screening, massages, haircuts, and the ice cream social.

An AARP Safe Driver's course is slated for September 12th and is already full with a waiting list. A bus trip for up to 24 members is scheduled for September 20th to the Big E Expo, using the municipal transport grant.

The Center's freezer, after \$350 worth of repairs, became untenable to maintain and Lisa did the research for the cost of its replacement with a professional grade freezer on casters and found a similar model to the current one would cost \$1699 minimum with a charge of \$150 to remove the broken one. The Board discussed this and decided unanimously to allocate up to \$2000 from the Special Revenue Fund to replace the freezer after Ann Lewis made a motion for said allocation, which was seconded by Karl Linkkila.

The Center's sign was in disrepair after 24 years, so Lisa hired a painter to fully renovate it (the bill is still pending). The Board agreed unanimously to allocate up to \$1500 for its renovation after a motion was made by Karl and seconded by Janice.

5b. Art Committee Update

- Ellen Gillon will try to contact Peggy Church to see if she's interested in showing weavings. She will also try to contact Debbie and Janet.
- Victoria Northrop will show her paintings and drawings in October if Debbie cannot.
- The committee plans a collaborative show of previous exhibitors in November/December for potential Christmas sales.

5c. Chorus Update: Ellen plans to do a Christmas concert/singalong at the Chaplin Senior Center on Monday, December 9th around lunchtime.

5d. Facility Update: Please see the Director's Report above for discussion of the freezer and the sign. Lisa also reported that the new toilets have been installed and are working wonderfully.

6. New Business

- a) Events and Activities:** Chaplin Day will take place on September 14th. Joyce says she will be there for the Friends of the Library and will also sell memoirs and distribute the newsletter.
- b) Review Multifunction Room Rules/Guidelines:** The Board discussed the rules and guidelines at length and decided that the kitchen should not be used by anyone during outside events and that both the kitchen and craft room should be locked. The Board thinks a limit on crockpots and no cooking/heating of food on the premises (no Sterno, hotplates, or candles, for example) should be done unless it is by a professional caterer. The Board also discussed what activities should be allowed and

whether someone from the Board needs to be present. The Board discussed that whoever has to open/close or attend an event outside of the Center's hours should be compensated for their time at a minimum of \$25/hour and for no more than 4 hours, paid by the event organizer. The Board decided that only Senior Center sponsored activities (including memorial services for a member) and Chaplin Town activities should be allowed. The only exception is a grandfathered meeting that has been happening for the past 24 years at the Center of the Chawima Board. Victoria will edit the guidelines to reflect the Board's decisions and resubmit them to the Board before the next meeting so that they can be finalized and voted on.

- c) **Review Center By-Laws and Special Revenue Fund Use:** The Board decided that this topic requires too much investigative reading and discussion beforehand to decide on immediately and opted to create a sub-committee to handle it. Shirley Rakos, Ellen Gillon, Ann Lewis, and Lisa Kegler will all be on the subcommittee, which will present some conclusions at the October meeting.

- d) **Comments on the Town Budget:** No one had specifics to add at this time.

- 7. **Suggestions for Next Regular Meeting:** Follow up on the amended multi-function room guidelines and vote.

- 8. **Next Meeting Date:** The next meeting is October 1, 2024 @ 10 a.m.

- 9. **Adjournment:** the meeting was adjourned at 10:55

Minutes submitted by Victoria Northrop, recording clerk