

CHAPLIN SENIOR CENTER 132 Chaplin Street Chaplin, CT 06235

**Minutes of Meeting, Board of Directors
December 5, 2017**

The meeting was called to order at 9:30 a.m.

Members present: Doreen Bolduc (Chairman), Pat Boyd, Neil Muckenhoupt, Shirley Rakos, Carl Linkkila, Marilyn Nurme, Walt Zlotnick. Also present: Roxanne St. Jean, Senior Center Director; Liz Marsden, Recording Clerk

No audience for citizens.

Walt moved to approve the minutes of the November, 2017 meeting, Carl seconded the ***motion***. All in favor, ***motion*** carried.

Director's Report:

Roxanne gave the following report:

Cash on hand: \$494.71
Special Revenue: \$20,938.01
Dues Collection: \$1,560.00
Membership Status: 304 members

Review of Center Activities: On December 6, 2017, the Mansfield Senior Chorus will be at the Chaplin Senior Center to perform. The Christmas Luncheon will be on Wednesday, December 20 and tickets are on sale now. Special thanks to Walt Zlotnick for making up the tickets for this year, he did a great job. On January 8 there will be a Wii bowling tournament at Windham. All of the other activities are going well.

Other:

Floor Cleaning: Roxanne reported that in December during the week the center is closed, the floors will be cleaned. She has a quote from All Time Cleaning, it is the same price as last year. All carpets will be \$325.00. Cleaning of hard floors in the Function and Craft rooms will be \$350.00. The kitchen needs a deep scrub, sanitizing and rinse and that will be an additional \$75.00. The total will be \$750.00.

Carl moved to accept the expenditure of \$750.00 for the floor cleaning, Walt seconded the ***motion***, all in favor, ***motion*** carried.

Trips for 2018: Roxanne met with Landmark Tours at the Beckish Senior Center to discuss and choose trips for 2018. She said that the trips have been chosen and flyers will be coming out next year for those trips, which will all be day trips. For 2019, they will try to see if there is any interest in a cruise. Landmark will come to Beckish to talk about that possibility, and anyone who wishes to attend that meeting is welcome to be there.

Wreath: The wreath on the building was donated by Steve Laume.

Christmas Luncheon: Roxanne said she bought the prime rib at Bob's IGA in Windham, it will go into the freezer for the Christmas luncheon. She mentioned that if anyone knows someone who would like to wait tables on December 20, she could use one or two people for that.

Building review:

Heat Tapes: Randy Godaire was going to check the heat tapes on solar panels, Roxanne said she and Randy have been playing phone tag about this, and she will check back with him.

LP Gas: Walt said that during Thanksgiving luncheon, the LP gas tank was low and caused problems while Bob was cooking. He recommended a larger regulator for the tank due to both the kitchen and building heater using gas. He said the line had frozen up due to the regulator restricting the flow of gas. Carl asked why the tank was so low and Walt said the delivery was 2 days late. Roxanne said the tank still had 150 gallons at that point, but that was low enough to cause a problem. She said the gas is being delivered every 2 weeks now, and she'll make sure future deliveries come on time.

Kitchen: Neil asked about the meat grinder and Doreen said Bob thought there would be too many hassles with it (cleaning it, etc), and he's thinking about something else for the kitchen. The Board discussed the vinyl floor of the kitchen, which is raising up in bubbles, and they discussed repair or replacement options. Roxanne said repairs or replacement would have to go through Dave Stone (Town Public Works). Neil suggested that perhaps the funds could come from Special Revenue. Doreen said that this might be covered through CIP. Roxanne said she thinks it would have to be over \$5,000 to go under CIP. The Board members discussed industrial grade tile vs. regular tile. Marilyn asked if it made sense to have the floor deep-cleaned if they're going to replace it, and Roxanne said that it is only \$75 and cleaning it would make it easier for any repairs to be done. Doreen said she just wanted to get this topic on the table and do research and planning on getting the floor issue solved, and it will take time.

Misc: Doreen said she went to the bazaar at the school last Saturday, and she got business cards from four of the vendors, and a friend of hers has also volunteered to do some soliciting, which was discussed at last month's meeting.

Doreen invited a ***motion*** for a holiday bonus of \$550.00 for Roxanne, to come from the Special Revenue fund. Pat made the ***motion***, Neil seconded the ***motion***, all in favor, ***motion*** carried.

Carl moved to give holiday bonuses to Bob and Dawn in the kitchen, so that Bob would clear \$300.00 and Dawn would clear \$200.00, to come from the Special Revenue fund. Neil seconded the ***motion***, all in favor, ***motion*** carried.

Next Meeting Date: Tuesday, February 6, 2018.

Roxanne passed out a list of the meeting dates for the 2018 calendar year. The dates are: February 6, March 6, April 3, May 1, June 5, August 7, September 4, October 2, November 6, December 4. No meetings are scheduled for January or July.

Carl moved to adjourn, Neil seconded the ***motion***, all in favor, ***motion*** carried. The meeting adjourned at 9:52.

Respectfully submitted,

Liz Marsden, Recording Clerk