

Chaplin Senior Center

132 Chaplin Street

Chaplin, CT 06235

Minutes of Board Meeting – March 3, 2015

The Board of Directors of the Chaplin Senior Center met in the Craft Room at the Chaplin Senior Center on Tuesday, March 3, 2015 at 9:30AM. The following members were in attendance: Bill Philbrick-Chair, Walt Zlotnick, Carl Linkkila, Marilyn Nurme, Pat Boyd, Paul Carbone, and Karen O’Gorman –Alternate seated for Gert Landon. Also Present: Roxanne St Jean-Director and Suzanne Gluck.

Bill Philbrick called the meeting to order at 9:30am.

1. Audience For Citizens

None

2. Secretary’s Report

Bill asked the Board to accept the minutes from the Regular Meeting on January 13, 2015. Karen made a motion to accept. Paul seconded the motion. All in favor.

3. Correspondence

None

4. Director’s Report

a. Financial report

i. Cash on hand

Roxanne reported that there is currently \$412.08 on hand

ii. Special revenue account

Roxanne reported that the Board has \$18,830.29 of Special Revenue.

b. Membership status

Current member status is 286

c. Dues collection

Dues collection to date is \$1300.00

d. Review of lunch program

Roxanne also mentioned that the lunch program was A+. Bob and Gisele do a great job in the kitchen.

e. Review of centers activities

Roxanne reported that on Wednesday, March 11, 2015 there will be a St. Patrick’s Day lunch with corned beef and cabbage for \$6.00 to be served at 11:45am to 12:30pm. Entertainment provided by Teri and Evan Bellman. Teri is our Building Official for Chaplin and Evan, his son, is a music teacher and they will be performing at no cost. Also, on March 9, 2015 there will be a Monday morning social; the hope is to get more seniors out to the center. They can come and sit and visit or they can bring hobbies, i.e. knitting, crocheting, bridge,

dice, painting, whatever they like to do and get them involved and interested. We will have refreshments, coffee and juice.

f. Other

Roxanne reported that there has been discussion on bringing a new activity to the senior center called Pickle Ball. Marilyn and Ray Nurme presented the idea through Steve Laume. This game is a cross between ping pong and tennis. Investment costs for the net and paddles (4 paddles) would be \$260.00 or for a better set \$399.00, more if additional paddles are to be purchased. The price difference is due to the weight of the paddles. Carl suggested the lighter paddles for the seniors. This would be a good activity to bring people to the center. The Board discussed the setup, those playing would be responsible for the space used, put items away, etc. The center can be used one day a week, possibly from 9-2pm and see how much interest there is. More discussions can be had if additional days/times are needed. Due to the lack of air conditioning in the room, it can be offered starting in April and maybe stop in June and start again in the fall. Roxanne suggested they advertise in the newsletter to get the word out. Paul made a motion to allocate \$600 to purchase equipment. Karen seconded the motion. All in favor.

Roxanne reported that Reiki will be offered again. The center had it many years ago and there is an interest again. She expressed the excitement of how the activities and programs at the center are growing. Bill stated that the center is getting busier and we should look for extra help for the Director. Roxanne mentioned that Easter Seals was used in the past and how it works is the staff at the center trains the volunteers to prepare them for employment elsewhere. This is the downside about the program; there is a high turnover with good help. Roxanne suggested pulling in more senior volunteers.

5. Building Review

Paul reported that the building is ok. There is heat tape on the roof sometimes creates too much water and it freezes. The recent pipe change is closer to the surface now and down the road we may need to see how deep it is. Maybe changing the downspout to something that is not metal will help. Paul also reported that the emergency exits need to be cleared of the snow again. He expressed that all the doorways must be kept clear of snow and ice for easy egress. Discussion ensued regarding changing the front entrance and suggestions included expanding entrance to move doors out more or maybe an extended roof before the doors could be investigated. Paul reported that there is a need for a gutter over the kitchen door for next winter and heat tape. The HVAC system is also deteriorating and rusting. Bill asked about the furnace and Paul stated he contacted Stafford Mechanical and it needs replacing someday. Bill suggested putting in for another furnace next year. Paul informed the board that the kitchen floor needs repair to the linoleum in front of the freezer.

6. Replacement Freezer

Bill stated that the freezer finally arrived after three failed deliveries due to the snow storms. Roxanne reported that the cooks love it.

7. Kitchen Stove Cleaning

Roxanne reported that the stove has not been cleaned yet but will be soon. At the last board meeting Larry Tripoli was to be contacted about adding an electric igniter but the answer was no.

8. 2015-2016 Budget Preparation

Bill reported that on Monday, March 9th the Board of Finance is meeting to review presentations for the budget. To summarize, the budget reflects:

- Director salary increase to 4%
- Food Service Operator salary increase to 3%
- Custodial increase of \$260
- Maintenance/Supplies increase of \$947
- Internet cable service increase to an additional \$882
- Electricity increase of \$4400 due to costs of making the building more energy efficient. The Library is also absorbing some costs, to be finalized by the town accountant.

9. Use of Senior Center Function Room

Bill reported on a request for an event in the summer. There are no current policies regarding the use of the function room. The board determined that a committee should be formed to develop these policies. The contents at the Senior Center were donated/purchased by the seniors and when renting the room thought needs to be considered about functions using these items. Due to the undeveloped policies the Board agreed that they will decline this request. There will be a meeting next week, March 10, 2015 at 9:30am and those in attendance of this meeting will be the policy committee.

10. Maintenance Request Form

Bill Philbrick suggested a maintenance request form should be used and submitted to the Town Hall for work requests to be done. Carl suggested Paul make a list of maintenance items he has addressed in the past and this can be forwarded to Bill Rose. The senior center needs help from the town with maintenance.

11. Other Topics, Current or Future None

12. Next Meeting Date

The next meeting will be held on April 7, 2015. Bill stated that landscaping and garden be added to the agenda at this meeting.

13. Adjournment

A motion was made by Bill to adjourn the meeting. Seconded by Paul. Motion passed. The meeting was adjourned at 11:25am.