

LYMES' SENIOR CENTER
BOARD OF DIRECTORS MEETING

OCTOBER 21, 2013

PRESENT: Sue Campbell, Robert Pierson, Mary Miles, Dot McAndrew, Doris Rand, Ann Griffith, Doris Johnson, Gary Weed, Diane Seckla, Diane Blackwell, Stephanie Lyon

ABSENT: Ruth Young, Don Tapper

GUEST: Janet Sturges

The meeting was called to order at 2:00pm by Chairperson, Sue Campbell.

Recording Secretary Report: (Judy Dutton) A motion was made and seconded to accept the report as presented.

Treasurer Report: (Robert Pierson) Bob handed out copies of the report along with a verbal report. A motion was made and seconded to accept the report as presented and placed on file for audit.

Communications: None

Committee Reports:

Special Events: (Doris Johnson) Doris contacted the Coast Guard about doing a program here. They sent a representative to look at our facility. They spoke with Stephanie, our director and said that the building was too small for the Jazz Band to do a concert here. In order to have it here they would have to have it outside. They did say they would like to do a couple of free programs for us maybe in the fall and in the spring.

Directors Report: (Stephanie Lyon) *There is a 12/29/13 concert scheduled here at 4:00pm. Essex Savings Bank is sponsoring this holiday concert. It will be the Old Lyme Town Band. Stephanie will be on vacation then so she will need someone to open and close the facility. *The dining room has been measured for

a new carpet. This will be put in as a capital expense and hopefully we will get it done in July. *Cleaning fees for rental: This has come up several times, but has not been resolved. It was stated that we cannot single out groups who use this facility. Some groups who use the building leave it in better condition than when they found it. Blackburn charges a flat fee of \$75.00 for cleaning regardless of the condition it is left in. We have two groups that use the facility on the same day. Could we possibly call our cleaning company and see if they would change their schedule from coming in that day to clean and possibly come in on the following morning. Stephanie will call them. We could grand-father a couple of these organizations but also make them aware if the facility is not left as they found it, they will be charged a \$75.00 cleaning fee. When Stephanie has someone sign a contract to use the building she will also tell them about the cleaning fee. *We got our new stove and hopes everyone will take a look at it. We must be careful to be sure that the knobs are turned off because she called 911 because we could smell gas. Apparently the knobs were not all the way off. They are very sensitive to the touch. *We will be getting new floor mats with the hope this will prevent dirt etc. from being tracked in on people's shoes as the bad weather approaches. *Regional Senior Center Website: Several Senior Centers have gotten together and are working on forming a Regional Senior Center Website set-up. It will have our activities listed on a calendar with times, dates, etc.

Use of Building: (Stephanie Lyon) Our Veteran's lunch was very successful and hopefully this can become an annual event. We have Yoga and Zumba Classes in the evenings. There is also a "Just for Senior's" Magazine coming out that will also list our activities here at the Senior Center.

Property (Bob Pierson/Gary Weed) they are getting a layout for the new automatic doors including installation etc. They hope to have this information by our next board meeting. It was requested for someone to oil the front doors because they are squeaky and everyone can hear as you come into the building. Gary Weed will take care of this.

Finance: (Bob Pierson/Gary Weed/Doris Rand) they are still looking into a projection unit. A motion was made and seconded to purchase two large TV

screens for the Wii Bowling. This would cost about \$850.00 per TV including the mounting units.

OLD BUSINESS:

*501C3 (Diane Blackwell) A group in town called the M.C.C.D. , which is basically a non-profit group whose function is to help communities with projects that they are struggling with. They have agreed to take on the application process for the Lymes' Senior Center. Bob and Diane Blackwell met with Bonnie Reemsnyder and Ralph Eno, Dick Schriver and Mr. Burbloom. Attorney Len Miller met with the M.C.C.D. and they will take on the application process (pro-bono) so the application can get to the government. They also need to have a Board of Directors. They would like to have at least 5 members that will be listed as the "Friends Group". Bonnie Reemsnyder and Ralph Eno want to give their input as to their suggestions for this board. Fees for doing this could anywhere from 99 \$5,000.00 to \$30,000.00. So we are very fortunate that they will do this for us pro-bono. The "Friends Group" is to help raise funds for the center. The Youth Services and the Library both have a "Friends Group." The "Friends Group" is the 501C3.

Emergency Management: (Diane Blackwell) Diane has met with Dave Roberge who is in charge of Emergency Management and Bill Archer who is in charge of the food service. They want to form a committee to service the homebound and special need people should there be an emergency. There are already 17 people signed up. Lisa Campbell, Café Manager will work with Bill Archer in the kitchen area. Linda Carmarra, our Senior Center nurse has 8 V.N.A. nurses willing to work with her. Dave Roberge has his team to keep track of the homebound and people with special needs. This team will be available on an AM/PM basis if needed.

New Locks for Cabinets: This has been discussed before. Now that we have our building set-up for a respite center or cooling center, we need to have supplies available if and when they are needed. Supplies for the kitchen area need to be stored in a place where they won't disappear. The Emergency Management group will purchase these locks and install them. There will be locks on the cabinets in the dining room and in the art room where supplies are kept.

NEW BUSINESS: *January & February meeting: These meetings fall on a holiday so it was voted to have the meeting on the following Monday. *10 Meetings per year: The by-laws state that we need to have 10 monthly meetings per year. We had no meeting in July or August so that means we need to have a meeting in December in order to make it 10 meetings. A motion was made and seconded to have a meeting in December.

OTHER: The senior center would like to have its own copy machine. It would be located in the Computer/Records Room. It was also asked if we could get two or three new book cases for our library. It was also requested to get two more racks for the new stove in the kitchen. Bob will look into these requests.

Bob Pierson read a letter from the Junior Women's Club thanking us for all we do for the community and enclosed a check to use as we see fit.

It was asked 'is the Senior Center closed when the Saybrook School System is closed. When Saybrook schools are closed the Estuary is closed. It was felt that just because the Estuary closes, if the weather is OK, we should be open. It was said that if Old Lyme Schools, District 18 is closed, then we should be closed, Otherwise we should be open. This will be looked into and discussed again at another board meeting.

A motion was made and seconded to adjourn at 2:55pm.

Respectfully submitted,

Judy Dutton, Recording Secretary

CC: Board of Directors/Old Lyme 1st Selectwoman/Lyme 1st Selectman/Old Lyme & Lyme Town Clerk/Senior Center Director

The Next Meeting will be November 18, 2013, at 2:00pm