

RIVER VALLEY SENIOR CENTER  
REGULAR BOARD OF DIRECTORS MEETING MINUTES  
THURSDAY, June 15, 2023

President Sue Polishuk called the meeting to order at 10:00 am. Present: Sue Polishuk, Frank Schmidt, Barb Wojtczak, Peggy Wagner, Dorothy Palen, Ellie Rogers, Evia King, Marilyn Griffiths, Karie Mansfield, Curtiss Alvarez, Juanita Miller, Tim Hawkins, Donna Pydle. Absent: Sharon Phillips, Sue Rogers. Guests: Mr. and Mrs. Vytenis Zygas

A Quorum was established.

Motion by member Schmidt to approve the May 2023 minutes, supported by member King. Motion carried.

PUBLIC COMMENTS: Vytenis Zygas stated he sent several emails to the Board of Directors and has not received a response. He commented on the cost of printing and mailing of the newsletter and questioned whether it was a good use of public funds. Vytenis would like to know the history of the printing of the newsletter by Lakeland, Oscars, and Berrien County. He would like in the minutes that Sabine Wheetly is on the board of the Buchanan Senior Center.

AGENDA: Motion by member Alvarez, supported by member Wojtczak to approve the agenda. Motion carried.

COMMUNICATIONS: Director Hawkins stated he has received three emails from Vytenis Zygas, one is eight pages and the other two are two pages. He has forwarded these emails to the executive board. He was on vacation last week and hasn't responded yet to the email. He received a donation from a resident of Woodland Terrace and will send a thank you. \$38.90 was sent to the Cancer Society. It is for the pennies patient campaign that Mike Deeds runs. Director Hawkins received a letter from Dave Bunte who would like him to write a letter in support of the projects taking place in Sawyer. Bunte is seeking a grant to fund the projects and a letter from the senior center would help in securing the grant. Director Hawkins asked the board to email their opinions of agreement or disagreement of the project. AARP will offer a driver safety course at the center July 31 and August 1. Some insurances may give a discount if a certificate is earned from taking the course.

FINANCIAL REPORT: Member King gave the financials for May 2023, showing a beginning balance of \$410,816.34, revenue of \$1,283.04, expenditures of \$22,317.08, and an ending cash balance of \$389,782.30. The RVSC account summary for May 2023 agrees with the balance, profit, and loss statement prepared by Advantage Business Services. Director Hawkins commented that spending is at 45% of the budget and we are 66% of the year. Motion by member E. Rogers, supported by member Mansfield to approve the report as presented. Motion carried.

#### OLD BUSINESS

DIRECTOR'S REPORT: See written report for the June 15, 2023 meeting. Director Hawkins said plaques of the room names are in and will be put up. Motion by member Wojtczak to accept the director's report, supported by member Palen. Motion carried.

## COMMITTEE REPORTS:

AUDIT AND FINANCE: nothing new to report

FACILITY/MAINTENANCE: Director Hawkins reported the replacement for van 4 will arrive June 19. They will try to exchange the front doors in order to fix the lock. Repair of the lower-level floor is scheduled for next week, some classes will have to be cancelled. Member Miller raised the need for more chairs for the exercise classes and other events. Member Schmidt moved to purchase eight more stacking chairs. Supported by member Alvarez. Motion carried. Member Miller said cups are needed in the container by the cooler and a box of Kleenex. It will be taken care of.

GRANTS AND FUNDRAISING: nothing new to report

HOSPITALITY: Member Wagner reported the committee met June 2 and have tentative dates for events this summer. Friday June 16, will be a Father's Day breakfast. On the 30<sup>th</sup> will be bingo, with RVSC supplying the lunch. July 28 a picnic outside is planned. They hope to get entertainment. August 16 is the Volunteer Recognition lunch. Marley and Me is the movie of the month. Trips to the South Bend Cubs and Meijer's Gardens are planned. Six more people are needed for the Meijer's Garden trip.

HUMAN RESOURCES/ POLICY AND PROCEDURE/ PERSONNEL: did not meet. Handouts of the new Bylaw, Weapons Policy and Transportation Policy were distributed to members.

MARKETING/OUTREACH: Once the website developer receives a check, they will build one page and give an update. Sabine Wheately will share with the committee and then share with the board. Sabine asked for a time frame on web page developing. Member Wojtczak shared the contents of the welcoming packet.

TECH TEAM: website development, as reported in marketing/outreach. It is a priority to get the website done well.

Motion by member Schmidt, supported by member E. Rogers to adjourn at 11:05 am. Next meeting Thursday, July 20, 2023 at 10:00 am.

Respectfully submitted,  
Marilyn Griffiths, RVSC board member