

RIVER VALLEY SENIOR CENTER
BOARD OF DIRECTORS REGULAR MEETING
THURSDAY, March 21, 2024

The meeting was called to order at 10:00 am by President Wojtczak. **Present:** Barb Wojtczak, Karie Mansfield, Sharon Phillips, Curtiss Alvarez, Peggy Wagner, Dorothy Palen, Evia King, Sue Rogers, Ellie Rogers and Director Hawkins. **Absent:** Frank Schmidt (car trouble), Marilyn Griffiths (illness), Sue Polishuk (out of town), Juanita Miller. **Guests:** Vytenis Zygas, Donna Pydlek, Sabine Wheatley. **QUORUM** was established. Motion by Member Alvarez, supported by Member King to approve the minutes of 2-15-24 as presented. Motion carried.

PUBLIC COMMENTS: Mr. Zygas asked for clarification of Privileges of the Floor and time limit set for comments. President Wojtczak stated we follow Robert's Rules of Order and no exchange between board members will be given during public comments. Mr. Zygas asked again the reference of RVSC as "Gold Standard" by the Commissioners. **AGENDA:** Motion by Member Ellie Rogers, supported by Member Phillips to approve the Agenda as presented. Motion passed. **COMMUNICATIONS:** Director Hawkins read a note from Roy and Peg Hruska who would like to give a free class to board members and staff on a Saturday or evening as a thank you for supporting the water color class. The consensus was evening class as first choice. Director Hawkins and President Wojtczak will meet with staff from Neighbor by Neighbor on Tuesday. He acknowledged a donation from Gary Shaffer in memory of Lou Barinke. Email received from Christie Annette acknowledging RVSC was up to date to the County on Terms of Appropriation. Director Hawkins has received three emails from Mr Zygas in past 36 hours and will review them and respond.

FINANCIAL: Member Sue Rogers gave the financial report for February 2024 which shows Beginning Cash Balance \$396,646.65, Revenue \$476.97, Expenditures 32,017.51, Ending Cash Balance \$365,106.11. The report agrees with the Profit and Loss Statement prepared by Advantage Business Services. Motion by Member Ellie Rogers, supported by Member Mansfield to approve the report as presented. Motion carried.

OLD BUSINESS: EXECUTIVE DIRECTOR'S REPORT: Triad has formed an Education Committee and will work on a list of speakers available to the Senior Centers. The AARP Tax Aide program has 114 names on the client list and Director Hawkins thanked Mary McCormick and Sabine Wheatley as the local coordinators along with 3 certified preparers and 2 certified client facilitators. The first millage check for this fiscal year was received in March for \$143,996.87. See written Director's Report dated 3-21-24. Motion by Member Sue Rogers, supported by Member Wagner to approve the Director's Report. Motion carried. **AUDIT & FINANCE:** No report. **FACILITY:** The Committee met on March 12 and recommended purchasing 30 padded chairs and a cart for the lower level. Motion by Member E. Rogers, supported by Member Alvarez pending approval of the sample from Double Day to spend up to \$500 for the cart and chairs. Motion passed. Grant has been approved from the Pokagon Fund and the \$4000 check has been received for the ADA handicap doors on the lower level. Mr. Elliot was here working on taxes and suggested emergency alarms for the bathrooms. Bids were obtained and the Committee recommended spending up to \$450 for alarms for the 5 bathrooms. Motion by Member Alvarez, supported by Member E. Rogers to purchase the alarms. Motion carried. The board previously approved repaving the parking lot and adding handicap spaces at the lower level and this will be paid out of this year's budget. Mike and Vern are getting bids on removing the old shed and purchasing a new one. They are also getting quotes on a second pedal pusher Exercise Bike for the lower level. **HOSPITALITY:** St. Patrick's Day party was held on 3-15-

24 and approximately 70 attended. Early Bird Bingo is scheduled for March 28 and plans are underway for Mother's Day.

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HR: POLICY & PROCEDURE: Per the minutes of February 15, 2024 regarding our Agenda Policy, it was determined that Article XVI of our Bylaws does state that we follow Robert's Rules of Order so the current Agenda Policy Resolution No. 23-11-16-1 does not need to be expanded or rewritten. The policy stands as previously approved with no additions or corrections.

MARKETING: Member Mansfield passed out results of the recent survey and thanked board members for their input. The top three ideas were to review newsletter from other senior centers, expand speakers and get input from the receptionists to share their ideas. She will schedule a meeting of the Committee to go over the results and answer questions and concerns. **TECH TEAM:** No report.

TRIPS: No report. Director Hawkins stated the Committee will schedule a meeting in the near future.

NEW BUSINESS: None. Being there was no further business to be brought before the board, motion by Member Ellie Rogers, supported by Member King to adjourn at 10:47 am. Motion carried. Next meeting is scheduled for Thursday, April 18, 2024 at 10:00 am.

Respectfully submitted,

Sharon Phillips, RVSC Board Secretary