

RIVER VALLEY SENIOR CENTER
REGULAR BOARD OF DIRECTOR'S MEETING
Thursday, September 18, 2025

PRESENT: Ellie Rogers, Sharon Phillips, Evia King, Frank Schmidt, Dianne Kirk, Dorothy Palen, Sue Rogers, Peggy Wagner, Sandy Rosenthal, Marilyn Griffiths, Curtiss Alvarez and Director Hawkins. **Absent:** Barb Wojtczak (illness). **Guests:** Teresa Krieger, Sharon & Patrick McDonald.

The meeting was called to order at 10:00 am. by Vice President, Ellie Rogers. **QUORUM** was established. **MINUTES:** Motion by Member Schmidt, supported by Member Sue Rogers to approve the minutes of the August 21, 2025 meeting as presented. Motion passed. **PUBLIC COMMENTS:** Vytenis Zygas addressed the board as to who authorized the previous \$1300 cost of printing the monthly newsletter and his FOIA requests. **AGENDA:** Motion by Member Alvarez, supported by Member Phillips to add to Agenda under New Business the previous letter from Elizabeth Palulis of her resignation from the board. Motion carried. **COMMUNICATIONS:** Director Hawkins announced he had received an email from Mr. Zygas and it was forwarded to the Executive Committee. He announced Woodland Terrance had made an unrestricted \$150 donation to RVSC in memory of their residents; Karen Koebel, Family of Marion Rosenbluth and family of Carol Skahn. He read an email from Berrien County Health Department regarding their recent donation through a state grant program of an Air Purifier for indoor air ventilation. Thank you note was received from Rose Marie Knight for the Mother's Day luncheon and a note from Layton Olson of the Prairie Club who received a resolution from Chikaming Township on a project he is working on with young people in the community.

FINANCIAL REPORT: Member Sue Rogers presented the August 2025 Financial Report which shows the Beginning Cash Balance \$673,151.85, Total Revenue \$49,383.39, Expenditures \$61,273.85, Ending Cash Balance \$661,261.39. The Financial Reconciled Statement agrees with the Balance and Profit and Loss Statement prepared by Advantage Business Solutions for August 2025. Motion by member Kirk, supported by Member Schmidt to approve the Financial Report as presented. Motion carried. **DIRECTOR'S REPORT:** See report dated 9-18-25. Highlights include Director Hawkins announced that employee, Donna Pydlek resigned September 10. Employee Brian Rochon received a report from his surgeon that he could now lift 10 pounds. He will remain off work under Workman's Comp until he is released to full duty with no restrictions. Director Hawkins reported that on 9-5-25 he transferred \$50,000 from our Money Market to our checking account. All five employees and two board members recently completed CPR training. Berrien Community Foundation has awarded RVSC the Catherine (Tingley) and Lawrence Sizer Grant of \$27,683.31 for general support. The funds will be received October 1, 2025. Motion by Member Sue Rogers, supported by Member Alvarez to approve the Director's Report as presented. Motion carried.

OLD BUSINESS & COMMITTEE REPORTS: AUDIT & FINANCE: The committee met recently to finalize the FY 2025-2026 budget which will be presented to the board for approval under New Business. **FACILITY:** Work has begun on expansion of the lower level parking lot. Member Rosenthal asked if there are pictures available of the finished project. In the future it was suggested to post pictures and/or drawings of finished projects for clients to review. **HOSPITALITY:** Member Wagner reported the Volunteer party honoring 73 volunteers was catered by John Burdick of TVB (The Very Best) Catering & Food Service. Volunteers received a gift card and pen. The cake was donated by Woodland Terrace. Upcoming events include Four Winds Casino trip on September 24, Bingo on September 26, Elvis Show September 27, Fashion Show October 9, Oktoberfest October 16, Halloween Party and Bingo October 31, Craft Show November 8 and Veteran's Breakfast November 11. The committee will meet on September 22 at 10:00 am. **HR/PERSONNEL:** No report.

MARKETING: Member Rosenthal reported the committee met and would like to include more information in our monthly newsletter about programs that are offered and ways clients can serve on committees and become involved in activities at RVSC. She would like to feature our Loan Closet in an upcoming issue as Member Wagner stated she receives phone calls from clients complementing RVSC on the many items that are available for clients to use at no charge. Member Rosenthal has also been in contact with LPI to gather information about printing our monthly newsletter and is working on a survey from clients regarding the use of ads in the monthly newsletter if LPI does our printing, Currently most of the other senior centers use LPI for their newsletter printing which includes ads, but there is no cost for the printing. **NOMINATING:** Member Ellie Rogers reported there are seven open positions on the board which includes incumbents; Members Wojtczak, E. Rogers, Wagner, Schmidt and Palen. She has received three other applications which include Steve Conrad, Leo Krusack and Beth Tracy. Early voting will be held on October 9, 10, 13, 14, and 15 from 9-2. The Annual Meeting and Election is on October 16 at 9:00 am. **POLICY & PROCEDURE:** No Report. **TECH TEAM:** No Report. **TRIPS:** Director Hawkins reported monthly trips to Four Winds Casino are scheduled through Tim's Tours.

NEW BUSINESS: The Finance Committee met recently and Director Hawkins presented the FY 2025-2026 Budget which includes projected revenue of \$506,910.31 and Expenditures of \$506,910.31. Motion by Member Alvarez, supported by Member Phillips to approve the budget as presented. Motion carried. Motion by Member Alvarez, supported by Member Phillips to accept the previous resignation letter, with regret, from Elizabeth Palulis. She will be missed as a member of the Board of Directors. Motion carried. **PUBLIC COMMENTS:** Vytenis Zygas addressed the board regarding other newsletters from area senior centers who have ads in their newsletters. These include a fold out option for the ads. He left samples from other area senior centers for review. He strongly feels since there is no cost to printing our newsletter if it included ads, we could save up to \$500 per month in current printing costs. The Closed Session on the Agenda was cancelled. Member Ellie Rogers thanked the guests for attending. Motion by Member Sue Rogers, supported by Member Rosenthal to adjourn at 11:21 am. Motion carried. Next meeting scheduled for Thursday, October 16 with the Annual Meeting at 9:00 am. and board meeting to follow.

Respectfully submitted,

Sharon Phillips, RVSC Board Secretary