

MINUTES OF THE REGULAR MEETING OF THE SENIOR CENTER ADVISORY BOARD OF THE TOWN OF CHINO VALLEY

**Tuesday, October 13, 2015
8:00 A.M.**

The Senior Center Advisory Board of the Town of Chino Valley, Arizona, convened for a regular meeting at the Chino Valley Senior Center, located at 1021 W. Butterfield Road, Chino Valley, Arizona.

1) CALL TO ORDER

Chair Nancy Mitchell called the meeting to order at 8:03 a.m.

2) INVOCATION

Chair Mitchell led the invocation.

3) ROLL CALL

Present: Kyle Herman; Anita DeMello; Nancy Best; Nancy Herrero; Kathy Farber; Nancy Mitchell; Dolly Cena

Staff Present: Assistant Town Manager Cecilia Grittmann; Senior Services Administrator Cyndi Thomas

4) APPROVAL OF MINUTES

- b) Consideration and possible action to approve the September 8, 2015 regular meeting minutes.

5) REPORTS

- a) Executive - Nancy Mitchell

Chair Mitchell was happy to see everyone at the meeting.

- b) Activities - Nancy Herrero

Nancy Herrero reported that on October 13, 2015 there will be a presentation about knee and hip pain. The tour of the Drake Cement plant was cancelled due to lack of interest. An announcement was made at the Town Council meeting about the Senior Center Grand-re-opening and ribbon cutting on October 22, 2015.

- c) Transportation - Kyle Herman

Kyle Herman advised that she had nothing to report.

- d) Nutrition - Kathy Farber

Kathy Farber requested that board members provide any suggestions they have about increasing meal attendance. Attendance on Fridays is often lower than the rest of the week. Over the past 2 months the center has not dipped below 45 attendants, except one day when they served 38 meals. On the second Tuesday of each month the Center has an ice cream social and provides an ice cream bar which is very popular. Attendance is menu driven. Staff is reviewing the menu to determine which meals are the most popular in order to increase attendance. Attendance increases when beef is

served and is lower when chicken is the main dish.

6) SENIOR CENTER DIRECTOR'S REPORT

a) General Services - Cecilia Grittman

Cecilia Grittman advised that the Town Council recently seated two new council members, Susie Cuka and Jack Miller. There is now a full council through November 2016.

This month Town employees will undergo customer service training. Topics that will be covered include attitude, how Town staff faces the public and how to diffuse angry citizens.

b) Senior Services - Cyndi Thomas

Senior Center Director Thomas provided the following update:

- Eighty (80) invitations to the October 22, 2015, Grand-re-opening and ribbon cutting were sent to community members, local churches, service clubs and donors. A large crowd is anticipated. The event is posted in the newsletter, on the Town Website, Channel 13 and flyers placed around town. Reporter Ken and photographer Matt Santos will be present.
- The itinerary begins with hors d'oeuvres and drinks served at 4:00 pm followed by the ribbon cutting. Mayor Marley and Senior Center Director Thomas will make a few remarks as well as the Advisory Board members. There will be entertainment.
- The fence in the garden patio is currently being installed and should be completed by the ribbon cutting. Greenery has been planted and more will be installed in the spring. The enclosed area is 60 x 20 ft.
- The Senior Center will have a concession at the Halloween Trick or Treat event at Memory Park on Saturday October 31, 2015. They will sell chili pies, BBQ sandwiches, chips and soda.
- The Senior Center will also have a Halloween event on Friday, October 30, 2015.

7) UNFINISHED BUSINESS

- a)** Discussion and possible action regarding "Adopt a Sister Senior Center.

8) CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Board concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 15 minutes per meeting. Board action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

No public comments.

9) NEW BUSINESS

- a)** Ratify action taken on September 8, 2015 regarding Board of Directors' position appointments for 2015/16.

MOVED by Kathy Farber, seconded by Nancy Herrero that we ratify the action regarding the Board of Directors position appointments.

Vote: 6 - 0 PASSED

Other: Kyle Herman (ABSTAIN)

- b) Discussion and possible action regarding the first reading of proposed Senior Center Advisory Board By-Law changes.

Discussion included the following:

- Changes to update and broaden the mission statement.
- Making the by-laws broader based on how the board is conducting and doing business.
- To call board members liaisons to avoid having to create formal committees and post agendas.
- Deleting the word “secretary” in Sections 7 (c) and 11.
- Submitting requests for agenda items to the Chair and Senior Center Director at least five 5 days before the meeting.

MOVED by Nancy Herrero, seconded by Kathy Farber to discuss proposed Senior Center Advisory Board By-Law changes at the October 13, 2015 meeting and vote on the changes at the November 10, 2015 meeting.

Vote: 7 - 0 PASSED - Unanimously

10) CORRESPONDENCE

No correspondence.

11) SUGGESTION BOX

A suggestion was made to cook the potatoes longer.

12) FUTURE AGENDA SUGGESTIONS

- Thanksgiving cookies for Meals On Wheels recipients.
- Christmas cookies for Meals on Wheels recipients.
- Christmas ugly sweater contest.

13) ADJOURNMENT

MOVED by Nancy Best, seconded by Nancy Herrero to adjourn at 9:04 a.m.

Vote: 7 - 0 PASSED - Unanimously

Dated this 19th day of October 2015

Approved December 8, 2015

By: *Amy Lansa, Town Clerk Assistant*