

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

**Tuesday, December 8, 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

Nancy Mitchell called the meeting to order at 8:02 a.m.

2) INVOCATION

Nancy Mitchell led the invocation.

3) ROLL CALL

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

Absent: Kyle Herman

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

4) APPROVAL OF MINUTES

- a)** Consideration and possible action to accept the October 13, 2015 regular meeting minutes.

MOVED by Nancy Best, seconded by Kathy Farber to approve the October 13, 2015 regular meeting minutes.

Vote: 6 - 0 PASSED - Unanimously

5) REPORTS

- a)** Executive - Nancy Mitchell

Nancy Mitchell had nothing to report.

- b)** Activities - Nancy Herrero

Nancy Herrero advised fraud seminar was well attended. Topics included safe computer use, and a stolen vehicle incident and the need to lock your vehicle regardless of your neighborhood, the suspects were apprehended. Today's speaker from Yavapai Regional Medical Center will discuss depression during the holidays. Elvis will stop by for Christmas on Thursday, December 17 from 12:45-2:15 p.m. January 19 at 8:00 a.m. date is set for car show organizational meeting. Nancy Herrero advised February is heart month and she has a couple of speakers discussing heart issues.

c) Transportation - Kyle Herman

Kyle Herman was absent so there was no report.

d) Nutrition - Kathy Farber

Kathy Farber advised meal count is up but Meals on Wheels is down a bit. Supervisor Thomas advised historically November and December are lighter months.

6) **SENIOR CENTER DIRECTOR'S REPORT**

a) General Services - Cecilia Grittmann

Assistant Town Manager Cecilia Grittmann advised the Town hired a customer services supervisor, Jo Ann Brookins. The Town is trying to get a consistent message to the public. The current focus is external customer service, creating standard operation procedures for public services, business licenses, permits, utilities, etc. A strategic planning meeting is scheduled for the future to reveal items discussed at the Council retreat.

b) Senior Services - Cyndi Thomas

Supervisor Thomas advised the open house event and Thanksgiving luncheon were successful. The facility renovation is complete. The next focus is re-tinting on the window, patio covering and flooring for the Herman Room. Supervisor Thomas reported on upcoming events:

- Wednesday, December 23 Christmas dinner
- Senior Angel Tree – presents for seniors
- December 22 Kids Care Too project, teenagers build stocking and bags for Meals on Wheels clients
- Meals on Wheels volunteers and drivers Christmas gifts. Drivers are not paid for time or vehicle mileage.
- Emergency meals for that time that meals are not deliverable due to weather.

7) **UNFINISHED BUSINESS**

a) Discussion and possible action regarding the proposed changes to the Senior Center Advisory Board By-Laws.

The Board reviewed the proposed changes, which were discussed at the October meeting.

MOVED by Kathy Farber, seconded by Nancy Herrero to accept the changes to the by-laws as written.

Vote: 6 - 0 PASSED - Unanimously

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.

There were no public comments.

9) NEW BUSINESS

- a) Discussion and Possible action regarding choosing a date for the Advisory Board to make and wrap cookies for meals on wheels.

Supervisor Thomas advised in the past years the Board made cookies, which were distributed to Meals on Wheels. Nancy Best suggested due to the December activities to postpone cookies until February 2016. The Board agreed to postpone the cookie event until the February meeting.

- b) Discussion and possible action regarding date and time of Advisory Board meetings for 2016.

The Board discussed the time and date of the 2016 meetings.

10) CORRESPONDENCE

No correspondence.

11) SUGGESTION BOX

No suggestions.

12) FUTURE AGENDA SUGGESTIONS

Car show meeting on January 19.

13) ADJOURNMENT

MOVED by Nancy Best, seconded by Kathy Farber to adjourn meeting at 8:42 a.m.

Vote: 6 - 0 PASSED - Unanimously

Dated this 15th day of December 2015
By: Liz Hart, Deputy Town Clerk
Approved: February 9, 2016

