

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

**Tuesday, DECEMBER 13, 2016
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 8:09 a.m.

2) INVOCATION

Joyce English led the invocation.

3) ROLL CALL

Present: Joyce English; Anita DeMello; Nancy Herrero; Kathy Farber; Chair Nancy Mitchell;
Vice-Chair Dolly Cena

Absent: Nancy Best

Staff Senior Services Administrator Cyndi Thomas

Present:

4) APPROVAL OF MINUTES

- a)** Consideration and possible action to approve the November 8, 2016 regular meeting minutes.

MOVED by Kathy Farber, seconded by Anita DeMello to accept the November 8, 2016 regular meeting minutes.

Vote: 6 - 0 PASSED - Unanimously

5) REPORTS

- a)** Executive - Nancy Mitchell

Nancy Mitchell stated that she was grateful for the support she has received from Board members over the year.

- b)** Activities - Nancy Herrero

Nancy Herrero had no report.

c) Transportation - Dolly Cena

Dolly Cena reported the following:

- The trip to the Mesa Swap Meet was great. There was a good turnout and everyone had a wonderful day.
- A possible trip might be to the Anthem outlet mall to shop.
- The trip set for Wednesday has been canceled because the driver was unable to go.
- To replace the canceled trip, the Light of the World Show is at Rawhide at Wild Horse Pass on 1-18-17. The cost is \$19.99. If people who were scheduled to go on 12-14-16 want to sign up to go there will be no transportation fees. Otherwise their money will be refunded.
- There is a list for the Jersey Boys/Mamma Mia show at the Elks Theater on 3-31-17. Tickets are \$25.00. The ticket manager advised if the Senior Center buys tickets for 3-31-17 but does not use them all, the tickets can be applied to other shows. Dolly will confirm this and see if tickets are available.

d) Nutrition - Kathy Farber

Kathy Farber reported:

- The numbers for 2014 thru 2016 show the congregant meals have doubled.
- The number of Meals on Wheels have also increased.
- The number of meals in November ranged from 45-60.
- On 1-10-2017 a van will bring people from Country West Mobile Home Park to the Senior Center for lunch. Based on the response by Country West the Center may expand transportation to other complexes or mobile home parks.

e) General Services - Cecilia Gritman

Cecilia Gritman was not present.

f) Senior Services - Cyndi Thomas

Cyndi Thomas reported:

- Although the number of meals served has doubled it is imperative to get updated congregant meal registration forms.
- In November the Center served 1460 meals. The Center will bill NACOG for 790 meals and get paid for 580.
- The more completed registration forms they have the more meals they can bill for.
- The board discussed getting new registration forms completed in January 2017 and again in July, at the start of the fiscal year.
- Reviewed the "Tell us what you think" survey. 46 surveys were returned and she compiled the information which included details as:
 - Least favorite meal is liver.
 - No change to the salad bar.
 - The newsletter is enjoyed by 40 people.
 - One person wanted the Senior Center Advisory Board meeting minutes to appear in the newsletter.
 - The recent newsletter included a link to the Town website to review information about the Senior Center.
 - Senior Center trip information will be included in the newsletter.
 - The survey will be done 1-2 times per year to obtain updated information.
- The Christmas luncheon is on Thursday, 12-22-16 and the potluck is on 12-30-16 before

New Years Day.

- On 1-11-2017 NACOG will be at the Senior Center to conduct monitoring.
- Carol Evenson is the new Administrative Aide. She works 6 hours on Monday, Wednesday & Friday for a total of 19 hours per week. She is the receptionist and performs administrative duties. Eventually she will update and maintain information for NACOG.

6) 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 was no public present at the meeting.

7) UNFINISHED BUSINESS

- a) Board members will package cards and calendars to be delivered to the home bound.
- Starting on Wednesday, 12-14-16 Meals on Wheels recipients will receive a Christmas card each day through Thursday 12-22-16.
 - Meals on Wheels recipients also receive the following:
 - Kids Care Too - Bags which include Chap Stick, nail files, soap, wash cloths and other items. Calendars will also be inserted in the bags.
 - Catholic Church – Gift pack
 - Mary Kay Cosmetics - Items for women
 - Lions Club – Knitted hats
 - Garden Club - Poinsettias
 - For Valentine's Day Meals on Wheels will distribute cookies.
 - Another gift idea for Mother's and Father's Day for Meals on Wheels recipients is to provide large print magazines. Board members will start to collect magazines such as:
 - Arizona Highways
 - National Geographic
 - Birds & Butterflies

8) NEW BUSINESS

9) FUTURE AGENDA SUGGESTIONS

Future agenda suggestions include:

- Discussion regarding the suggested donation amount.
- Discuss the annual car show.

10) ADJOURNMENT

MOVED by Kathy Farber, seconded by Joyce English to adjourn the meeting at 8:59 a.m.

Vote: 6 - 0 PASSED - Unanimously

Dated this 15th day of December, 2016.

By: Amy Lansa, *Town Clerk Assistant*

Approved: January 10, 2017