

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

**TUESDAY, OCTOBER 10, 2017  
9:00 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**

Kathy Farber called the meeting to order 9:05 a.m.

**2) INVOCATION**

Kathy Farber led the invocation.

**3) ROLL CALL**

Present: Chair Kathy Farber; Vice-Chair Joyce English; Nancy Best; Anita DeMello;  
Elaine Erb; Mary Johnson; Nancy Mitchell

Staff Assistant Community Services Director Cyndi Thomas;  
Present:

(Anita DeMello arrived at 9:18 a.m.)

**4) APPROVAL OF MINUTES**

- a)** Consideration and possible action to approve the September 12, 2017 minutes.

Board members discussed needed changes to the minutes.

- Remove Nancy Mitchell under Call to Order and replace with Kathy Farber
- Remove Chair before Nancy Mitchell's name under Approval of Minutes and New Business
- 5(c) Transportation third bullet down, add the words Rodeo Event at the end of the sentence

The Board discussed approving the current minutes and ratifying the minutes with the requested changes at the next meeting.

MOVED by Elaine Erb, seconded by Nancy Mitchell to approve the September 12, 2017 meeting minutes as corrected.

**Vote:** 7 - 0 PASSED - Unanimously

**5) REPORTS FROM SENIOR CENTER DIRECTOR, CHAIR, AND MEMBERS OF THE BOARD/LIAISONS**

**a) Executive - Kathy Farber**

Nancy Best introduced herself to the Board after an extended absence.

**b) Activities - Elaine Erb**

Elaine Erb reported on the following:

- Chuck Brown will be in town December 11, 2017.
- Planning a once a month Friday night Yahtzee tournament, Right Center Left dice game, and other possible tournament games with prizes.
- Consider doing the Senior Olympics for the upcoming year.
- Future class considerations include balance, nutrition, health, etc.
- Matter of Balance class – Cyndi was a licensed instructor and will apply to the Department of Health to secure funding. Scheduling was 6-9 months out.

**c) Transportation - Anita DeMello, Mary Johnson**

Mary Johnson reported on the following possible activities:

- Prescott Valley Event Center building and ice laying tour was scheduled for October 17.
- People could sign up for either a planned Oatman and Edgewater, AZ combined tour or a possible Oatman, AZ only trip.
- Northern Arizona Suns Basketball could provide discounted tickets prices for games.
- November event ideas: Anthem Outlet Mall Flea Market and Valley of the Lights.
- December event ideas: Gingerbread House dinner, Lighting of the Square, and Rat Pack Christmas at the Elks.
- Staff will put together a yearly event list booklet.
- At the Rodeo event, a person fell getting off the van and there was no first aid kit in the van.

The Board and Staff discussed proper procedures for medical incidents and educating members on how to handle medical issues.

**d) Nutrition - Joyce English**

Joyce English reported on the following:

- Meals on Wheels (MOW) was running 40-50 meals per day.
- Senior Center had served 40-80 meals a day.
- Senior Center kitchen needed plans and numbers for Thanksgiving and Christmas meals.
- A spooky Halloween meal was planned.
- MOW averaged \$9.81 per meal to prepare, serve and deliver, with 10 meals privately paid at \$4.00 per meal and additional meals paid by federal subsidy; but the cost was not covered fully. Federal subsidy covered 350 out of 760 meals last month.

- Staff sent a note to MOW recipients requesting donations and explaining that last year 13,000 meals were delivered at a cost of \$111,000 with donations of \$9,000 from MOW recipients.
- Service cannot be refused to anyone over the age of 60, but a donation can be denied to people who do not complete their congregate registration form. People who do not complete their form will be charged an under 60 rate of \$5 per meal.

e) Community Services

Cyndi Thomas reported on the following:

- On October 25, NACOG Agency Director Mary Luedtka will host a coffee talk for seniors.
- The NACOG annual audit was scheduled for November 2, 2017.
- The Board discussed Lynn Close's medical absence and possible return.

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.*

7) **UNFINISHED BUSINESS**

8) **NEW BUSINESS**

- a) Discussion regarding baking cookies and delivering them to Meals-On-Wheels recipients for Christmas or Spring.

The Board discussed the success of last year's cookie baking and delivery program for the Valentine's Day holiday. Staff shared the history of the MOW's holiday delivery program and suggested that the Board could help deliver the cookies and cards to recipients.

MOVED by Nancy Mitchell, seconded by Elaine Erb to bake and deliver cookies in the spring.

**Vote:** 7 - 0 PASSED - Unanimously

- b) Discussion regarding handing out cards to each Meals-On-Wheels participant at Christmas time.

The board discussed handing out cards to Meals on Wheels participants during the Christmas season.

MOVED by Mary Johnson, seconded by Vice-Chair Joyce English to hand out cards at Christmas and deliver with MOW's.

**Vote:** 7 - 0 PASSED - Unanimously

**9) FUTURE AGENDA SUGGESTIONS**

**10) ADJOURNMENT**

MOVED by Nancy Best, seconded by Anita DeMello to adjourn the meeting at 9:49 a.m.

**Vote:** 7 - 0 PASSED - Unanimously

Dated this 23rd day of October, 2017

By: *Vickie Nipper, Deputy Town Clerk*

Approved: November 14, 2017