

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

**TUESDAY, SEPTEMBER 10, 2019
9:00 A.M.**

The Senior Center Advisory Board of the Town of Chino Valley 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 Mary Johnson called the meeting to order at 9:01 a.m.

2) INVOCATION

Board Member DeMello led the invocation.

3) ROLL CALL

Present: Chair Mary Johnson; Board Member Nancy Best; Board Member Christine Christy; Board Member Anita DeMello; Board Member Elaine Erb; Board Member Tim Prater; Board Member David Somerville

Staff Assistant Community Services Director Cyndi Thomas
Present:

4) APPROVAL OF MINUTES

- a) Consideration and possible action to approve August 13, 2019, regular meeting minutes.

A name clarification was made under Item 5b Activities for Chuck Bowden. The correct name was Chuck Brown.

MOVED by Board Member Nancy Best, seconded by Board Member Christine Christy to approve the August 13, 2019, meeting minutes as amended.

AYE: Chair Mary Johnson, Board Member Nancy Best, Board Member Christine Christy, Board Member Anita DeMello, Board Member Elaine Erb, Board Member Tim Prater, Board Member David Somerville

7 - 0 PASSED - Unanimously

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

- a) Executive - Mary Johnson

Chair Johnson reported:

- Discussed the meeting date Bylaw changes that would go before Council for approval.
- There would be an election at the meeting for the positions of Chair and Vice Chair and other positions would be appointed.

b) Activities - Elaine Erb

Board Member Erb reported:

- Bunko was staying busy.
- Chuck Brown would be performing Patriotic Songs the first Tuesday of November during lunch time.

c) Transportation - Anita DeMello, Kathy Farber

Board Member DeMello reported:

- A trip to Laughlin and the Rodeo had been scheduled.
- Working on an end of September or early October trip to the Lowell Observatory for a private day tour and then another private night tour to do star gazing. Tony Savarino, who at 96 had wanted to go to the observatory, inspired the event.
- The Rhythm Cats dinner theater with a buffet dinner and instrumental music in Mesa event was discussed for a possible November event.
- A Mesa Flea Market November trip was also being considered.

d) Nutrition -

e) Community Services - Cyndi Thomas

Cyndi Thomas reported:

- The NACOG annual federal audit was scheduled for the upcoming week. Last year there were no critical violations or corrective actions necessary, so there would only be an abbreviated monitoring for the upcoming audit. The Chino Senior Center was the only facility in Northern Arizona that qualified for the abbreviated audit.
- The Board needed to discuss the new meeting times after approving the bylaws that changed the frequency of the meeting dates to no less than four times per year with special meetings as necessary. The Clerk's office suggested having the meetings on the second Tuesday of the first month of each new quarter.
- Meals-on-Wheels drivers were needed as backup drivers. The positions were volunteer positions.
- The meal numbers have been strange. The Meals-on-Wheels numbers were consistent. The congregate meals were fluctuating and had not been menu driven as in the past. Staff thought that the numbers would be more consistent once there was some longevity of the kitchen staff and the community became more familiar with them. It also could be the summer season that kept people away.

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 and possible recommendation regarding upcoming holidays such as Meals on Wheels Halloween, Christmas or special events meal delivery.

Cyndi Thomas discussed the following:

- Consider putting a booth together for the Trunk or Treating in the Park at Memory Park. There would be 40 pounds of candy provided. The event included a pyrotechnic show, food trucks, photo booths, spooky stories and 1000's of kids. The Board Members supported the idea and members volunteered to help.
- A special treat for Meals-on-Wheels Halloween was discussed. The Board committed providing tricks and treats for the participants delivered on Halloween. The goodie bags would need to be put together on Wednesday, the day before Halloween.
- Staff recommended that the Board postpone the October 8th meeting until October 30th to have a working meeting. That would eliminate the need for two meetings and two agendas for the month of October.

MOVED by Board Member Somerville, seconded by Board Member Johnson to have a Halloween Booth at the Trunk or Treat Memory Park Halloween event.

AYE: Chair Mary Johnson, Board Member Nance Best, Board Member Christine Christy, Board Member Anita DeMello, Board Member Elaine Erb, Board Member Tim Prater, Board Member David Somerville

7 - 0 PASSED - Unanimously

MOVED by Board Member Christine Christy, seconded by Board Member Elaine Erb to cancel the October 8th meeting and move it to October 30th for a working meeting to put goodie bags together for Meals-on-Wheels.

AYE: Chair Mary Johnson, Board Member Nancy Best, Board Member Christine Christy, Board Member Anita DeMello, Board Member Elaine Erb, Board Member Tim Prater, Board Member David Somerville

7 - 0 PASSED - Unanimously

- b)** Discussion and possible recommendation regarding election of officers and appointment(s) of Liaisons.

Cyndi Thomas and Board Members discussed the following:

- Explained the election of officers' ballot process for Chair and Vice Chair.
- Through the Board election process, the position of Chair was given to Mary Johnson.
- Through the Board election process, the position of Vice Chair was given to Christine Christy.
- The other positions were appointed, but staff explained that if a Board Member was interested in a position, they were encouraged to request the position.
- The Chair had talked to members about the positions and the greatest interest was in the Activities Liaison. The idea of an activities committee was discussed and staff explained that three or more committee members would require an agenda and minutes, but two people could be appointed.
- The Chair appointed the following positions:
 - Activities: David Somerville and Elaine Erb
 - Nutrition: Nancy Best
 - Transportation and Trips: Mary Johnson with the help of staff
 - Anita DeMello and Tim Prater would assist everyone when needed

9) FUTURE AGENDA SUGGESTIONS

- Thanksgiving and Christmas events
- Future trips and suggestions

10) ADJOURNMENT

MOVED by Board Member Nancy Best, seconded by Board Member Elaine Erb to adjourn the meeting at 9:36 a.m.

AYE: Chair Mary Johnson, Board Member Nancy Best, Board Member Christine Christy, Board Member Anita DeMello, Board Member Elaine Erb, Board Member Tim Prater, Board Member David Somerville

7 - 0 PASSED - Unanimously

Submitted: September 16, 2019.

By: *Vickie Nipper, Deputy Town Clerk*

Approved: March 10, 2020.