

ROLL CALL

Linda Sheridan, Ruth Smith, Doris Loveday, Yvonne Birdsell, Val Ashcraft, Bill Crenshaw, Ed Hartley, Barbara Kinnan, Peggy Mark, Louise Piazza, Lisa Schrader, Janice Sperry
Absent: Allan Painter, Wade Walker, Tom Weathers.

MINUTES

Correction – Page 4 New Business Linda Cornett stated the Halloween Party was not cancelled and the minutes should read “there may not be” a Halloween Dance next year.
Bill Crenshaw made a motion to accept the minutes and Barbara Kinnan seconded. Motion Carried.

TREASURER'S REPORT

Peggy Mark made the motion the accept Yvonne Birdsell's report and Lisa Schrader seconded the motion. Motion carried.
Profit and Loss statement was accepted.

BUDGET

The budget for 2018 shows a 3% increase in income and expenses for Bingo and Concession. The program “Fir Grove” shows to be more extensive this year since nothing had been scheduled for the two previous years.
Ruth Smith made the motion to accept the Budget and Bill Crenshaw seconded it. Motion was carried.

PRESIDENTS' REPORT

The Edward Jones initial investment of \$45,000 has grown to \$59,980 a 32% growth over the last three years.
There is \$67,000 + monies in the LLC account. Linda Sheridan suggested that we move \$50,000 to Edward Jones to help grow the LLC for that final payment. Janice Sperry made the motion to transfer the monies to Edward Jones. Peggy Mark seconded the motion. Motion carried.
For future reference: donations need to be specifically designated, for the LLC or for the operating fund. The operating fund keeps the Center open and operating.

OLD BUSINESS

- 1. [Downtown Roseburg Association](#) – DRA: Membership dues are \$240.00 per year. Lisa Schrader made the motion to pay the dues. Barbara Kinnan seconded the motion. Motion carried
- 2. Events Coordinator: Ursula Angel has been invited to come and talk to the board. Her qualifications have been reviewed but the board would like to meet her in person. Lisa Schrader made the motion to hire Ursula Angel. Bill Crenshaw seconded the motion. Motion carried.
- 3. Keypad lock for the door between the kitchen and the back storage room will be installed. The keypad lock to the west entrance to back storage will depend on confirmation from the fire department. Lisa Schrader made the motion to install the keypad lock. Barbara Kinnan seconded the motion. Motion carried.
- 4. Housekeeping – Still waiting for bid for stripping and waxing the kitchen floor. Lisa Schrader made the motion to extend our contract with Spencer to include mopping the kitchen and the big room. Janice Sperry seconded the motion. Motion carried.

STANDING COMMITTEE

- 1.) Projects – Ruth Smith, Peggy Mark and Val Ashcraft felt they got a lot accomplished. Their first priority is the back room. What can be done with the space? There has to be a fire suppression system installed before anything can be done. More research needs to be done for an in-depth report. Future meetings will be held on the 2nd Tuesday of the month at 4 pm.
- 2.) Building Maintenance – Sale of old equipment in old kitchen. Linda Cornett volunteered to make phone calls to see what can be done with the old stoves. Doris Loveday will get them cleaned up for picture taking for advertisement purposes.
- 3.) Inventory – Still waiting for feedback from Allan Painter.
- 4.) Logo – Meeting re-scheduled with Brian Prawitz.
- 5.) Pamphlet – Peggy Mark and Janice Sperry have come up with a 2 sided hard card. Front side will have name and logo. Pictures. Something simple and yet eye catching. Janice will email a copy to Doris Loveday and she will broadcast it to the board via email.
- 6.) Tour Group- Val Ashcraft and her group will meet on the 2nd Tuesday of the month at 2 pm. Val suggested the name be changed from “Tour Group” to the [Gad Abouts](#), a fun name from our history.
It was suggested that maybe by joining with the Garden Valley Senior Residence when planning a tour the Center might be able to use their bus for transportation. Something to check out.
February 25th the Little Theater on the Bay is doing Lil Orphan Annie. Suggested price: \$55.00. Still trying to find a bus. There may be a new bus company in town. Needs to be checked out. School buses are available for renting.
Lisa Schrader made a motion to reinstate the \$5.00 charge for the Center. Peggy Mark seconded the motion. Motion carried.
- 7.) Publicity – Volunteer Recognition to be held Monday, February 12th. There will be no Bingo that day. Invitations with an RSVP will be given out to those volunteers who help to make our Center work. Department heads need to submit a list to the office so the invitations can be printed and given out. Every board member is asked to donate three (3) or four (4) door prizes for this event. This is not an open invitation to every member, but for those who put the time and effort to make the Center work. The only bid so far is for \$12.00 per plate.
Super Bowl Sunday – February 4th doors open at 12 noon. Bring your own snacks and enjoy the game.
Clogging in March on a Friday at the lunch. Linda Cornett trying to set it up.
There have been inquiries regarding the rental of the building on April 28th the last Saturday of the month for a “Gathering of Light Holistic Fair”. Nothing confirmed at this time.
Saturday, May 12th the DC Parental Task Force would like to do a Community Baby Shower for low income expecting mothers. Lisa Schrader made a motion to allow them to use the Center as a Community Service Act. Val Ashcraft seconded the motion. Motion carried.
It was suggested that the reader board be set up the week prior to tell of upcoming event with the times noted.
Linda Cornett asked that rental information be listed in every publication of our Newsletter.
- 8.) Bingo Committee meeting was held on 1/9/18, at 10 am and attended by Lisa Schrader, Janice Sperry and Dee Munter. The Bingo Marathon went very well. There was a “change in operations” form faxed to Oregon Justice Dept. on 1/2/18. No other business was discussed at this time.
Meeting closed: 10:15 am
Lisa Schrader reported – Bingo can only operate 15 hour per week. No way can they do another day.
Possible Marathon in the summer was suggested. The last one went really well. The income exceeded the payout.
Lisa asked that the Bingo information be listed in every publication of our Newsletter. Same information, no changes.

- 9.) The Newsletter was printed and available for pickup with those not picked up mailed out. Deadline for the next newsletter information February 15th, the day of the next board of directors meeting.

It was suggested that maybe there could be “extra” articles included. Anyone wishing to submit is more than welcome to come in and either type it in or submit it on a flash drive to be downloaded. Janice Sperry and Ruth Smith to help get “stuff” to publish. It was suggested we look into mailing sponsors to cover extra mailings. Name the Newsletter. A ballot box at the front desk to be set up for suggestions.

- 10.) Louise Piazza will be attending the [Downtown Roseburg Association](#) meetings again this year.

NEW BUSINESS

- We will be switching to ComSpan for the phone, internet, WIFI, cable and fax machine for the building.
- The News-Review ad has been cancelled.
- The elevator has been fixed.
- On January 25th there will be a meeting in the conference room with Brian Prawitz, Mark Savage and Maureen Esser to discuss Social Media with Linda Sheridan, Ed Hartley, Ruth Smith and Linda Cornett.
- RSVP Senior Companions would like to hold a rocking chair marathon in our parking lot. It would be held on a Saturday and a breakfast Saturday would be ideal. Val Ashcraft made a motion to allow this and Louise Piazza seconded the motion. Motion carried.
- Suggestion: Placing advertisements on the wall in the main room as a way to help support the Center. Louise Piazza volunteered to investigate the idea and it was suggested to talk with Tim Rogers who had made the proposal a couple of years ago. Also, run the suggestion by Brian Prawitz.

POLICIES & PROCEDURES

Peggy Mark and Yvonne Birdsell have been working on revamping the current procedures:

- a.) a) Front door. Greeters desk.
- b.) Opening and closing procedures.
- c.) Comps – No extra dollar on Friday lunch or Saturday breakfast.
- d.) Use of facilities – washer & dryer; showers.
- e.) Member and/or nonmember.
- f.) Maintenance.
- g.) Responsibilities for.
- h.) Committee.
- i.) Committee chair.

Ruth Smith to get policies from NWU.

Saving seats at Bingo – Change or keep rules as they now stand?

Investment Policy was written up when we changed to Edward Jones.

Service Dogs: Only ADA Licensed or Certified Therapy dogs to be allowed.

Need a poster to that effect to put on the doors.

Thought for the Day: What is your commitment to the Center?

Meeting was adjourned.

Next board meeting: February 15th, 4 pm in the Center.

Respectfully submitted,
Doris Loveday, Secretary

**Roseburg
Senior
Center**