

Roseburg Senior Center Minutes

10/10/14

The meeting was called to order by Tim Rogers, President

Roll Call: Tim Rogers, Treva Anderson, Bill Crenshaw, Doris Loveday, Val Ashcraft, Linda Cornett, Will Hooper, Carol Jahnke, Peggy Mark, Margaret Roark, Katy Scarantino, Lisa Schrader, Linda Sheridan, Trudy White excused.

Guest, Melony Marsh read a letter for the bank regarding the removal of personal property located at 1614 SE Stephens St in Roseburg, Oregon. (See attached copy.)

Dee Sackett will be doing the rental of the offices. HIV ALLIANCE is interested in possibly renting 2 to 3 of the offices. They are a non-profit organization. Non-profit organizations are the type of renters the Center should be looking for. We need to protect our non-profit status.

The Center will be applying for the tax exempt status in January 2015. Tracy D Dun is the person to speak to in January.

Rent for the Center is to be mailed to the bank at the Florence address.

President's Comments: Atrio will go and speak with Dee at G. Styles regarding renting one of the offices. Postal laws restrict the advertisement of insurance companies in the newsletter. Need to check and see if that restriction applies to the rental of space in a non-profit establishment. Again we need to protect our Non-Profit status.

Pepsi will be meeting with Tim this next week to finalize the agreement for the purchase of one or two A frame signs to be placed in the parking lot of the new center to advertise BINGO or any other activity being held in the new center building. The cost of the signs, with a set of letters, is \$185.00 each. Pepsi will also make a 20' banner for the front of the building announcing the grand opening, for free.

Faith Construction will build a flag pole for the front of the building for free but they will need a design plan. Center needs to write to Senator? To get a free flag that has flown over the US Capital.

We can do the US flag first then later on the Oregon flag and finally a POW/MIA flag.

How can we acknowledge the donation? The City of Roseburg owns the area where we want to put the flag pole.

Treva Anderson suggested the use of Chrome signs. We can discuss again when we have made a final decision on whether to stay in the Chin's building or not. At that point a permanent display can be done.

Peggy Mark is going to be the coordinator between volunteers and the project manager.

Way & Means – What programs does the Center have going right now to connect us with the general population? How do we help the community? Right now we have nothing. Program suggestions – health and fitness – exercise room. What do we want to achieve? Social Security people there for easy access in order to help our Seniors. Have tax people like AARP does to help the community. A safe haven for Seniors to come to, to get out into the community and interact with others in their circumstances but still meet the expenditures for the building.

Peggy will look and see what we can do to provide some of these services.

It was suggested we get someone for the Senior Center in Eugene to come and meet with the board and discuss what it is they do to provide for their Seniors.

June Ervin brought pamphlets from RSVP.

Committees need to have a Standard Operating Procedure (SOP). Each committee needs to have their own notes of each meeting.

There is nothing in the current budget regarding expenditures for the new Center. General consensus is \$44,000 to get the new center up and running. Building department from the city has quoted \$109.00 for the building permits but we will not be charged for the license fee. We should probably set aside 30 to 40 thousand for the building. Lisa Schrader made a motion to add \$35,000 to the budget for 2014 for the revamping of the new Center. Linda Cornett suggested the budget for 2015 needs to be done at the next. We need the information ASAP.

Last budget was done in February. Linda Sheridan said the budget year should be January first to December 31st.

Lisa amended her motion to reflect what has been spent plus \$35,000. Will Hooper seconded the motion. Motion carried.

Tim suggested a \$5000 Visa debit card be purchased to be used by project manager to purchase materials as needed to get the revamp done in a timely manner.

There are 40 booths and 20 tables plus 2 dividers which can be sold. The red carpet can be sold. There are 400 square yards – possibly \$5.00 per yard.

Val made a motion the items be sold and money to go into the building fund.

Peggy seconded the motion. Motion carried.

The floor is almost done. The use of a sander was donated by Tim Allen's Rentals but the Center did pay for the paper used.

Treasurer's report: Margaret Roark made a motion the treasurer's report be accepted and June Ervin seconded the motion. Motion was carried.

Minutes: Val Ashcraft made a motion the minutes be approved as submitted and seconded by Treva Anderson. Motion carried.

Budget committee: Budget to be discussed at the November meeting. The budget for the new Center needs to be addressed.

Building Committee: Per a discussion with Treva Anderson, Rex Price the architect will not charge the Center for past renditions of possible Senior Center Buildings. He has offered to finish the current project at \$95.00/hr. We owe a great debt of "Thanks" to Rex. Treva will get a card of thanks off to him.

A list of priorities needs to be set for each week to insure our getting moved into the new Center by December 15th.

Margaret Roark made a motion that Treva be reimbursed for the purchase of the phone and minutes for the use by Tom Smith, project manager. All future purposes to be charged to building fund account. Linda Sheridan seconded the motion. Motion carried.

Carol Jahnke has a cleaning crew set up for Saturday the 11th at 9am. She and her crew will be getting the offices ready to be shown to possible renters.

Will Hooper volunteered to be the go between person to get messages to Tom.

There is \$7071.36 in the DA Davidson Cash account. Lisa Schrader made a motion to transfer the money to the operating account. If it is possible to get any monies from the sale of items in the building, add that money to the building fund. Val Ashcraft seconded and motion carried.

November meeting – need to discuss a budget.

Membership: 25 renewal notices were mailed out in September. 36 people paid their dues. There were 5 new members who joined and 3 restarts. There are 68 new people so far this year. The current membership sits at 400 people.

Margaret Roark made a motion that any member 90 years old and over be given a life time membership with full benefits for free. Linda Cornett seconded the motion. Motion carried.

Tour Group: The Aquarium Trip needs 14 more people or it will have to be cancelled.

Publicity: Linda Cornett met with the News Review. For \$350 an ad can be placed in the Umpqua Shopper on a weekly basis to advertise events happening at the Center. There will be two radio ads for the Holiday Bazaar with a cost of \$60.00 each. Linda has scheduled an appearance on KPIC "News at Noon ". Linda needs door prizes for the event. She needs Maureen Painters phone number. Maureen, a former board member, is a great solicitor of goods for door prizes.

Kitchen: The kitchen has run out of almost everything. There will need to be some shopping done in October. The meat in the freezer is almost gone. The canned goods and soup supplies are depleted. Everything has been used up supplying meals for lunch and the pot luck on Friday. But... the kitchen is paying for itself. The sales for the last fiscal year are \$21,829.12. Granted expenses have to come out of that, but it does show the future potential of the program.

Bingo: Bingo needs better change in box.

Lisa Schrader brought it to the board's attention that she has been accused of cheating. There is no substance to the charge but she feels the board needs to be aware the charge has been made. No action needs to be taken by the board.

Newsletter: June Ervin needs news items ASAP. Due date 10/28/2014.

Upcoming Events: Holiday Bazaar and Bake Sale.

So. Ore. Education training for new board members deadline for signup is immediate. In order to save \$30 per person we need to sign up today. Tim Rogers, Linda Cornett, Peggy Mack and Linda Sheridan agreed to attend.

Lisa Schrader made a motion for the Center to pay for any member who wanted to go but could not cover the cost, as the Center has done in the past.

Motion carried.

Treva announced the building committee meeting would be at 1:30 pm on Thursday as usual.

Lisa made a motion to adjourn and June seconded it. Motion carried.

Meeting closed at 12:15 pm.

Respectfully submitted,
Doris Loveday, Secretary