

Roseburg Senior Center Minutes

Date: 11-10-16

Roll Call: Present: Tim Rogers, Linda Sheridan, Peggy Mark, Val Ashcraft, Brad Crenshaw, Linda Cornett, Doris Loveday, Louise Piazza, Barbara Kinnan, Ruth Smith. Excused Lisa Schrader.

Guests: Karen and Orvie Jordy

Minutes: Motion made by Val Ashcraft to accept the minutes as presented. Brad Crenshaw second, motion carried.

Treasurers Report: Linda Sheridan reported that we have \$134,553 in assets. The DA Davidson account will come off the report next month. The Tour Group line will come off as it is moved to the Operating Expense account to provide a better paper trail for accounting. There is a \$378.00 fine for not getting the Bingo report in timely and going over our license limit.

Brad made motion to accept the Treasurers report as presented. Linda Cornett second, motion carried.

Tour Group Committee: It was suggested that we develop an emergency tour calendar for 2017 so we can include tours in the Fireman's calendar.

Publicity Committee: Linda Cornett suggested we combine Publicity committee and Events committee into one. The Events Committee is setting guidelines for the committee. Ruth suggested we partner with Phoenix School for publications (posters, flyers etc.). Ruth Smith made a motion to give the [Phoenix Future Business Leaders of America](#) class the opportunity to be our marketing partner for posters and flyers, Doris Loveday seconded, motion carried.

It was suggested that on shared events we split the proceeds 50/50 after all expenses have been paid. There was much discussion, Tim requested that a contract between [SERVICE](#) (South East Roseburg Voices In Community Enhancement) and Roseburg Senior Center be developed and then brought back to the board.

Bingo Committee: The Bingo fine issue was discussed. It was decided that one of the problems was a bookkeeping issue that could be remedied by a change in reporting of the monies. Linda Cornett made a motion that the Monday, Wednesday, Friday people complete the revenue record sheets and turn into the finance department daily as the Bingo session is completed. Brad Crenshaw seconded, motion carried.

Val stated that under the new Bingo License the board needs to decide who the manager is. Agenda item for next meeting is the manager going to be appointed.

Events Committee: A list of events for 2017 was provided by the Event committee.

Newsletter Committee: Should we continue to have a newsletter, was discussed and decided to continue. Linda Sheridan made a motion to print only 50 newsletters at a time, Brad Crenshaw seconded, motion carried.

[Downtown Roseburg Association Meeting Report:](#) Louise Piazza shared some upcoming events for downtown Roseburg, tree lighting, shop small etc.

New Business:

- How much do we want to borrow from [LISC](#) (Local Initiatives Support Corporation)? After discussion, Linda Cornett made a motion to borrow \$300,000. From LISC, Brad Crenshaw seconded, motion carried. LISC accepted our appraisal from the bank. For the loan, we need to set up a new 501(c)(2) entity. Linda Cornett made a motion to create a 501(c)(2) entity, Brad Crenshaw seconded, motion carried. Update on the parking lot, no information yet on the testing being done.
- Accountability was discussed. All were reminded that we all need to be accountable to what activities we volunteer for. If you say you will do something, then follow through!
- Discussed need for volunteer training, especially for the front desk volunteers.
- Do not move the pool tables for events.

Unfinished business:

- Key policy not yet complete, committee working on it.
- Fire extinguisher training will be on 12-8 at 2:00 after the Board meeting. It will be \$65.00 which includes a refill.

Time adjourned:

Next meeting: 12-8-16

Respectfully submitted,

Peggy Mark, Secretary