

Chaplin Senior Center
132 Chaplin Street
Chaplin, CT 06235
Minutes of Board Meeting – May 5, 2015

The Board of Directors of the Chaplin Senior Center met in the Craft Room at the Chaplin Senior Center on Tuesday, May 5, 2015 at 9:30AM. The following members were in attendance: Bill Philbrick-Chair, Walt Zlotnick, Carl Linkkila, Marilyn Nurme, Pat Boyd and Ruth Randall. Doreen Bolduc arrived at 9:37am. Also Present: Roxanne StJean-Director and Suzanne Gluck. Members absent: Paul Carbone and Karen O’Gorman (Alternate)

Bill Philbrick called the meeting to order at 9:33am.

1. Audience For Citizens

None

2. Secretary’s Report

Bill asked the Board to accept the minutes from the Regular Meeting on April 7, 2015. Ruth made a motion to accept. Carl seconded the motion. All in favor.

3. Correspondence

None

4. Director’s Report

a. Financial report

i. Cash on hand

Roxanne reported that there is currently \$356.28 on hand

ii. Special revenue account

Roxanne reported that the Board has \$18,220.93 of Special Revenue.

b. Membership status

Current member status is 286

c. Dues collection

Dues collection to date is \$1870.00

d. Review of lunch program

Roxanne reported that the lunch program is going strong. Pat stated that there are over 30 attendees every Wednesday.

e. Review of centers activities

Roxanne reported on the center’s activities. On Monday, May 18th there will be a potluck lunch and the Mansfield Senior Chorus will perform during lunch. On Wednesday, May 27th KD Crop Farms will be selling vegetable plants and herbs at the Senior Center. On Wednesday, June 3rd Parish Hill Chamber Choir will be performing at the Spring Concert at 11:30am. The center will be closed on May 25th for the Memorial Day Holiday. Roxanne reminded the Board she will be on vacation the week of May 10th.

f. Other

None

5. Building Review

Bill reported that there are currently no issues. He did receive a call from the alarm company in the middle of the night. The Board discussed the process in place on who should get called when the alarm goes off. Bill stated he thought the Board of Selectmen was the first contact and will clarify.

6. Kitchen Floor

Bill reported that he received a quote to replace the linoleum in the kitchen from Design East – at \$10.00 a square foot it will be approximately \$5000.00 total. The Board discussed other options, i.e. gluing the lifted area or replacing linoleum in just that area. The Board determined that this is not a safety issue and decided it best to wait to do repairs. Pat made a motion to wait on repairing the linoleum in the kitchen. Doreen seconded the motion. All in favor.

7. Landscaping

Carl reported on quotes for landscaping average \$500-\$600 which is about \$55.00 per hour. The quotes entailed mulching from the center door to the end of the building on the left (facing the building) and to include Spring and Fall cleanup and slightly trimming the bushes. The Senior Center will take care of the flower boxes. He received three quotes in total and they estimate about 8 hours in total for the job. Carl recommended the quote of \$550.00 from Chris Kent in Ashford. Walt made a motion to hire contractor Chris Kent from Ashford. Doreen seconded the motion. All in favor. Discussion continued regarding the billing cycle, Carl will find out if it is one invoice or two. Carl will also check with Mr. Kent about coming in during the summer if maintenance is needed.

8. Status Budget 2014-2015

Roxanne reported that where the budget is short in areas, they can make it up from other line items. Bill asked if they can have reserves for ink and paper and Roxanne believes so.

9. Policy Update for the Use of the Function Room

Bill updated the policy from the last meeting. Discussion ensued regarding the use for political activity in the room. The Board agreed to add some examples of what is not allowed, i.e. fund raisers, campaigning, rallies, etc. Walt made a motion to approve the amended guidelines. Carl seconded the motion. All in favor.

10. Board Members Term Renewals

Bill informed the Board that his term is ending on 6/30/15 and he is not a candidate for reappointment to the Board. His term will end on 6/30/15. Karen O’Gorman, who is currently an alternate, has agreed to be a candidate for appointment as a regular member replacing Bill. Walt and Doreen’s terms end on 6/30/15 and they would like to

continue as members. Pat made a motion to accept re-appointments. Doreen seconded the motion. All in favor.

11. Other Topics, Current or Future

None

12. Next Meeting Date

The next meeting will be held on June 2, 2015.

13. Adjournment

A motion was made by Doreen to adjourn the meeting. Seconded by Carl. Motion passed. The meeting was adjourned at 10:37am.