

**CLARENCE SENIOR CITIZENS, INC.
4600 THOMPSON ROAD
CLARENCE, NY 14031**

**REGULAR BOARD MEETING
Date: March 12, 2009**

Meeting called to order at 9:04 am by Vice-Chair Edna Scherf.

ROLL CALL

PRESENT: Maryl Bedenko, Jim Blum, Jackie Carpenter, Paul Corbelli, Bob Friedman, Roselle LaBruna, Pat Schanzer, Edna Scherf, Neil Struebing, Janet Vito, Darrell Young.

Executive Director: Karla Madrid

Excused: Tony Bylewski, Bob Hoag, Barb Ucci, Bill Westley.
Town Board Liaison: Bernie Kolber Absent:

PLEDGE OF ALLEGIANCE - and Mission Statement : Bob Friedman

Moment of Remembrance for Flight 3407

SECRETARY'S REPORT- Jim Blum

Corrections: Page 1 - Minutes motion date to 2009, Correct spelling of Oldenski.
Page 3 - Add membership comment by Larry Vito, add reason to Executive Session.

Motion to approve minutes of 02/12/2009 as corrected by Janet Vito.
Second by Jackie Carpenter. Motion carried unanimously.

TREASURER'S REPORT - Darrell Young

Received and referred for audit. Town Stipend of \$214,240. received.

CHAIRPERSON'S REPORT - Vice-Chair Edna Scherf

BREAKTHROUGH BOARDS SEMINAR - Reported on features, quality and inspiration from the 1 ½ hour seminar. Attended by Edna Scherf, Maryl Bedenko, Karla Madrid and Janet Vito. Presenter, Ken Neufeld, will offer a proposal on how he can help CSC and what it might cost.

BASKET RAFFLE FUNDRAISER - Largest fundraiser for 2009. Gifts for baskets are requested by the middle of April. Board members are requested to bring in items for raffle baskets.

STAFF RESPONSE TO FLIGHT 3407 TRAGEDY - The staff was thanked for their support. The center was activated by the Town Disaster Coordinator, Dave Bissonette, on the night of the tragedy. Only volunteers came that night. The Red Cross provided information for families at the Center during the day on Sunday and Monday (holiday). Some families came for the information.

EXECUTIVE DIRECTOR'S REPORT - Karla Madrid

As of 02/28/2009 - 904 paid members, total van mileage 68,882
February results - new members 12, total attendance 1919, meals served 1023,
van riders 176, van miles 1464

E & WG FOUNDATION GRANT - Television, DVD recorder, and video camera have been purchased and installed.

DASH REGISTER TAPES - A second \$600 check was received from Dash's for submitting \$12,000 worth of Dash's register tapes.

CLARENCE ROTARY CLUB GRANT - A \$2600 check will be presented on March 20. The funds will be used to purchase a Power Point projector, lap top computer and projection screen.

TOUR REBATE - Bus America Group Tours has notified us that we will be receiving an "End of the Year Bonus" check of \$1025. The Chair requested that the Program & Publicity Committee make a recommendation to the Board regarding use of these funds.

TOWN BOARD LIAISON REPORT - None

Senior Center Credit - Jim Blum noted that Town Bicentennial chair, Ms. Anastasi, during a report to the Clarence Town Board on Wednesday, March 11, 2009, commented that the **"Senior Center people were critical to the success of several events."**

COMMITTEE REPORTS

Personnel - Neil Struebing

EMPLOYEE MEAL BREAKS - Following a discussion of the matter - Motion "That we continue to pay current employees for meal breaks as we have in the past."

Motion by Jim Blum. Second by Neil Struebing.

Voting for : Bedenko, Blum, Corbelli, Friedman, LaBruna, Schanzer, Struebing, Young.

Voting Nay : Carpenter

Abstain : Vito

Motion carried.

Motion "New employees whose work schedule is more than six hours in a day will receive a paid meal break." Motion by Maryl Bedenko. Second by Bob Friedman.

Motion carried unanimously.

PENSION PLAN - There are two people, who are no longer employees, for which pension funds have been allocated for the year 2007. Following discussion, a motion was made : "Follow the advice of our auditor and pay the former employees the retirement amounts for 2007 coming to \$535.02 and \$228.43." A 1099 must be issued.

Motion by Neil Struebing. Second by Jackie Carpenter. Motion carried unanimously.

JOB DESCRIPTIONS - Office Manager and Office Associate job description updates are ready and will be offered for Board approval next month.

Planning - Jim Blum

BOARD MEMBERS - NUMBER - Committee returned the matter of the appropriate number of CSC Board Members back to the Board feeling not qualified to make a recommendation.

BOARD MEMBERS - TERM LIMITS - Following Committee report recommending a limit of two consecutive three year terms with a minimum of one year before consideration for reappointment, and discussion, a motion was made " That the Board approve a policy on reappointments of two consecutive three year terms with at least one year off before consideration for reappointment." Motion by Janet Vito. Second by Maryl Bedenko.

Voting yea : Bedenko, Vito.

Voting nay : Blum, Carpenter, Corbelli, Friedman, Schanzer, Struebing, Young.

Abstaining : LaBruna

Motion denied.

Programs/Publicity - Janet Vito

BASKET RAFFLE FUNDRAISER - Committee would like to use some of proceeds for community outreach. Motion "Proceeds of \$2 admission fee go to Flight 3407 fund and a portion of other proceeds be contributed to Clarence-Newstead Meals on Wheels."

Motion by Janet Vito. Second by Maryl Bedenko. Motion carried unanimously.

POLICIES CORRECTIONS - Policies on Music Lovers and Theater Goers should not use the word govern. Committee to revise and resubmit.

Finance - Maryl Bedenko

Reviewing January financials. Financials that have been finalized with no further expected changes will come to the Board.

Have decided on reserve of \$60,000. Reserve funds will be put in CDs.

Committee requests Planning Committee look into natural gas line to garage due to propane costs. Board Chair referred Gas line item to Planning Committee without exception by any Board member.

Committee requests Personnel Committee review status of cross training for Bookkeeper tasks and duties and responsibilities of Bookkeeper. Board Chair referred Bookkeeper cross training and bookkeeper duties/responsibilities to Personnel Committee without exception by any Board member.

Membership - Pat Schanzer

SUGGESTION BOX ANSWERS - Motion to approve proposed answers by Pat Schanzer. Second by Jackie Carpenter. Motion carried unanimously.

Nominating - Bob Friedman - No report.

Legislation & By-laws - Tony Bylewski - No report.

MEMBERSHIP COMMENTS ON AGENDA ITEMS (3 minute limit)

Rene Williams - Rebate from Bus America should go to travel Club as vouchers, discounts, etc.

Rosemond Ruhland - Pension money for 2007 - Wouldn't you also want to include 2008 employee?

- Money received for basket raffle today. What will happen with it?
- Laptop Computer - Who will use it and how use it?
- Wish List - Need to publicize.

Ruth Haas - Board minutes should reflect things that happen at the meeting.

OLD BUSINESS

2009 ACTIVITIES BUDGET - Will be presented at the April Board meeting.

TRAINING PROGRAM - Looking at

- Package to be offered by Ken Neufield of Breakthrough Boards.
- Parliamentary Procedure Made Simple.
- Open Meetings Law
- New Board Member Orientation

BASKET RAFFLE - Board Authorizations - See Programs/Publicity Committee Report

POLICY UPDATES - Janet Vito suggested that copies of the revised and approved "Meal breaks" page of the Employee Policy Manual and the updated Disposal Procedure should be distributed to the Board to update their Policy Manuals.

NEW BUSINESS

ANNUAL MEETING - Thursday, June 25, 2009

GOOD OF THE CENTER (1 minute limit)

Maryl Bedenko - Non Board Committee members should be encouraged to attend Board meetings.

Larry Vito - Will Board training be open to Center members? Answer yes by Acting Chair.

EXECUTIVE SESSION - None.

ADJOURNMENT - Motion to adjourn at 11:07am by Darrell Young.
Second by Roselle LaBruna. Motion carried unanimously.