

CLARENCE SENIOR CITIZENS, INC.

4600 THOMPSON ROAD

CLARENCE, NY 14031

REGULAR BOARD MEETING

Date: March 10, 2011

Meeting called to order at 9:03 am by Vice-Chair Neil Struebing.

ROLL CALL

PRESENT: Henry Becker, Jim Blum, Jackie Carpenter, Paul Corbelli, Norm Kirchner, Violet Oldenski, Rosemond Ruhland, Neil Struebing, Janet Vito, Darrell Young, Holly Zuffranieri.

EXCUSED: Darlene Feinen, Paul Schulz, Bill Westley

Executive Director: Karla Madrid

Town Board Liaison: Bernie Kolber (not present)

PLEDGE OF ALLEGIANCE - Mission Statement - Henry Becker

SECRETARY'S REPORT- Jim Blum

February 10, 2011 Minutes - Received suggestions from one Board member. Of seven suggestions, five were done, one was part done and one was not done. Secretary explained reasoning for those not done.

Motion to approve February 10, 2011 minutes made by Jim Blum. Second by Darrell Young.

Board member Vito explained reasons for suggestions that were not included and felt that anything a Board member suggested should be included. Board member Vito and the Secretary explained their reasoning related to the items.

Voting aye (5) Becker, Blum, Carpenter, Young, Zuffranieri. Voting nay (4) Corbelli, Oldenski, Ruhland, Vito. Voting abstain (1) Kirchner.

Motion carried.

TREASURER'S REPORT - Darrell Young

February Treasurer's Report reviewed, received and referred for audit. Discussion that Operating balances going down because we have not received Town stipend. Activities balances are going up.

CHAIRPERSON'S REPORT - Neil Struebing Vice-Chair for Bill Westley

Insurance Policies - Finance Committee to review at their next meeting.

Benchmarks - Board status comments should be submitted to Susan or Bill Westley by the end of the March for possible use in preparing a quarterly benchmarks report.

Annual Meeting - June 23 -

Committee Objectives - Board Committee chairmen should submit objectives for the next Board meeting.

EXECUTIVE DIRECTOR'S REPORT - Karla Madrid

COF 03/10/2011

As of 02/28/2011 - paid members 1,087; total van mileage 111,988

Month of February - new members 25; total attendance 2,269; meals served 1,118;
van riders 230; van miles 2,047

Membership - Going up. Lunches down a little bit. Weather may have played a part.

NYS Office for Aging Grant - Reimbursement for the dining room banquet tables has been received. Table prices went down so about \$1200 remains in the grant at the State and we can use it for seniors. We plan to acquire a new laminator with part of the remaining funds. There will be about \$1000 left.

CSC Basket Raffle and BBQ - April 2, 2011 - We hope to receive more donations. Board members can help by giving a letter that we can provide to merchants seeking a donation. Sold about 90 barbecue dinners so far.

Senior Center 30th Anniversary - June 22. Will be tied with Annual Meeting on June 23. A celebration will follow the meeting.

TOWN BOARD LIAISON REPORT - Bernie Kolber (not present)

No report.

Solar Panels - Board member comment that bids have gone out for Solar panels on the Senior Center roof as announced at last night's Town Board meeting.

COMMITTEE REPORTS

FINANCE - Darrell Young for Neil Struebing (acting Board meeting Chair) COF 02/24/2011

December Financials - There might be changes and a final post audit version. Discussion regarding how we should consider them and Board should receive copy of the final version.

Board Member Memorandums - Board member Janet Vito has sent memos to the Finance Committee and has not received answers to any questions. The Committee has discussed the memos and has taken no action.

Board member Vito reviewed several items that were included in the memos.

Examples are:

Were employee bonuses rendered on separate checks?

Why isn't the Financial Controls attached to the Financial Commitment Policy in the Policy manual? They have been attached in the past.

Acting Chair suggested that Committee investigate and report at next Board meeting.

Why have there not been any 2011 Financial Reports to the Board?

The Finance Committee has not explained the January Financial Reports.

There has been a long delay.

Request for December and January records (Financials and General Ledger) has not been fulfilled. December has now been received.

Discussion regarding access to financial records.

Discussion regarding why a Board member is questioning job being done by the Committee which includes CPAs.

Regarding Internal Controls: Who receives and is opening Bank statements?

It had been Finance Committee Chair. Comments regarding auditor suggestion for internal control on bank statements. Who is receiving, supervising and approving the reconciliation of the bank statements? Answer given was Duane Sundell of the Finance Committee. This can be raised at the Finance meeting. It is assumed the person doing it is doing it that way.

MEMBERSHIP, PROGRAMS & PUBLICITY - Violet Oldenski for Edna Scherf COF 2/28/2011

Volunteers - Committee invites Board members to volunteer for our activities and we welcome you to attend Committee meetings.

NOMINATING - Jackie Carpenter

No report.

PERSONNEL - Jim Blum

COF 02/17/2011

Employee Policy Manual - An attorney has been found who will do a pro bono review of the Employee Policy Manual. A review of CSC Bylaws and Administrative Manuals will be a part of that process. The attorney is available in late April and we will know more then.

PLANNING - Jim Blum

COF 02/17/2011

Strategic Plan - Motion to authorize the Planning Committee to begin development of a basic, simple strategic plan for this organization made by Jim Blum. Second by Jackie Carpenter.

Discussion on what might be included, who would be involved, linkage to benchmarks and that NYCON has a free seminar in Buffalo on the subject soon.

Motion approved unanimously.

LEGISLATION & BY-LAWS - Norm Kirchner

COF 02/23/2011

Roberts Rules - Vote on proposed bylaw change next month.

Election - Motion to post proposed revision to bylaws Section IV, 1 - Directors as stated in proposal for election to CSC Board as distributed made by the Committee.

Discussion that this is a change in the current bylaws so we can have an election in the fall.

Some discussion regarding the Election Policy and changes from last year.

Discussion on current position of Town regarding their appointment of CSC Board members or election by some means - should chair or some representative(s) approach the Town to determine their position on the matter.

Discussion on other sections that might need revision to accomplish the proposed result.

Comment regarding original bylaws statements regarding election of Directors.

Motion to table the Committee motion made by Jim Blum. Second by Janet Vito.

Motion carried unanimously.

Discussion that Chair should arrange to determine Town's position on the matter to decide how to proceed. Election Policy to be considered after decision on appointment or election of CSC Board members.

MEMBERSHIP COMMENTS ON AGENDA ITEMS (3 minute maximum, 30 minute total)

Barb Anderson - Comment that motion language regarding Bylaws should use exact terms used in current Bylaws.

OLD BUSINESS

None.

NEW BUSINESS

Parliamentarian - Motion to consider need for Parliamentarian made by Janet Vito.

Second by Paul Corbelli.

Discussion on many Roberts Rules issues raised at meetings. Discussion that Bylaws Committee will be considering this. Comments that Board Chair must know and enforce parliamentary matters. Discussion regarding need for someone to resolve the parliamentary issues. Comment that this should be considered after the Roberts Rules decision.

Motion to table the Parliamentarian motion made by Jim Blum. Second by Henry Becker.

Voting aye (8) Becker, Blum, Carpenter, Kirchner, Oldenski, Ruhland, Young, Zuffranieri.

Voting nay (2) Corbelli, Vito. Motion carried.

GOOD OF THE CENTER (1 minute maximum, 15 minute total)

Henry Becker - Sometimes things are brought before the Board that would be resolved easier one on one outside of the meeting.

EXECUTIVE SESSION

None.

ADJOURNMENT - Motion to adjourn at 9:58am made by Darrell Young. Second by Jackie Carpenter. Motion approved unanimously.

Next Meeting - April 14, 2011

Jim Blum, Secretary