

**Members Present:** Katelin Barrett, Kerry Batres, Sarah Carpenter, Thom Fleury, Joan Kall, Ann Krasofski, Gloria Reynolds, Tre Robertson, Scott Springer & Andrea Viets (Director)  
Guests: Zuz Kaiserova, David Call, Sally Grossnickle, Martha Molpus

*Minutes*

A quorum was established with 9 members present. Thom Fleury board president opened the meeting.

<b>Agenda item:</b>	Approval of Agenda	<b>Presenter:</b>	Thom Fleury
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**Discussion:**

Mr. Fleury presented the meeting agenda

**Vote:**

A motion was made by Ms. Carpenter and seconded by Ms. Batres to approve the meeting agenda. The motion passed with no one abstaining or opposed.

<b>Agenda item:</b>	Secretary Report	<b>Presenter:</b>	Scott Springer
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**Discussion:**

Mr. Springer distributed the Secretary Report via e-mail for the board meeting held on 2/7/24.

**Vote:**

A motion was made by Ms. Kall and seconded by Ms. Reynolds to accept the Secretary Report with no corrections. The motion was passed with no one abstaining or opposed.

<b>Agenda item:</b>	Treasurer's Report	<b>Presenter:</b>	Katelin Barrett
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**Discussion:**

Ms. Barrett distributed the Treasurer's Report before the meeting for everyone to review.

- Ms. Krasofski asked about a discrepancy between a food grant reported in the Director's report and not seeing it in the March'24 YTD balance sheet. Ms. Viets said that the cause was due to when the QuickBooks update occurs and when the balance sheet is pulled. She will work with Ms. Pepper to have the QuickBooks updated closer to the board meeting to have the most up to date balance sheet.
- Ms. Carpenter asked about how to get the word out about the availability of building space rentals. Ms. Viets will follow-up on wording that can be used at public forums.

Ms. Viets and Ms. Moyer clarified that the yearly objective is to budget to a \$0 net income. Ms. Krasofski asked whether it was possible to provide a more up to date monthly income and expense status in the future.

**Vote:**

A motion was made by Ms. Krasofski, and seconded by Ms. Kall to approve the Treasurer’s report. The motion passed with no one abstaining or opposed.

<b>Agenda item:</b>	President’s Report	<b>Presenter:</b>	Thom Fleury
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**Discussion:**

Mr. Fleury provided a verbal report several different topics. The first was a summary of a DEI discussion with Ms. Molpus and Ms. Kaiserova. One recommendation was to post board meeting minutes both upstairs and downstairs, post meeting meetings on-line, and post board member photos/short bio in the center. A second recommendation is using the local ward NPA meetings as an opportunity to provide information about the HCSC’s food meal programs, fundraising activities, and general awareness. The action was for Ms. Viets to create a set of talking points that board members (and Ms. Viets) could use at upcoming NPA meetings.

<b>Agenda item:</b>	Committee Reports	<b>Presenter:</b>	Gloria Reynolds
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**Discussion:**

Ms. Reynolds provided verbal updates on the PAC/Programming and the Building/Grounds reports.

**Vote:**

A motion was made by Ms. Krasofski and seconded by Ms. Batres to accept the committee reports of Ms. Reynolds. The motion passed with no one abstaining or opposed.

<b>Agenda item:</b>	JDEI Committee Report	<b>Presenter:</b>	Thom Fleury
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**Discussion:**

Mr. Fleury and Ms. Viets provide verbal updates on the Justice, Diversity, Equity, and Inclusion (JDEI) committee.

**Vote:**

A motion was made by Mr. Fleury and seconded by Ms. Batres to accept the committee report. The motion passed with no one abstaining or opposed

<b>Agenda item:</b>	Director’s Report	<b>Presenter:</b>	Andrea Viets
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**Discussion:**

Ms. Viets distributed the April 2024 Director’s report prior to the meeting. Here is a very brief summary:

- A reminder that the next big fundraising event is the Walk of Ages and Health Fair, scheduled for 10 am to Noon on Saturday, May 18th
- The free lunch program has expanded to a second day and the hiring of a cook, Sharon Lones. Meals are now served Mondays and Wednesdays with 20 to 30 seniors.
- Ms. Viets announced that Julia Patkin, a UVM Social Work student, has been matched to the HCSC and will be working at the HCSC for 15 to 20 hours per week during the '24-'25 academic year under the supervision of Jean Cass.
- Ms. Viets highlighted the need for a boiler replacement and provided an estimate from one contractor. She is exploring some grant money to offset the costs; some board members asked about the possibility of exploring options with VT Gas, Burlington Electric, and CEDO.
- The training and rollout of My Senior Center (for program management and tracking software) will start in May. Lori York at Charlotte Senior Center reports that they are having a positive experience with their rollout.

**Vote:**

A motion was made by Ms. Reynolds and seconded by Ms. Krasofski to accept the Director’s report. The motion passed with no one abstaining or opposed.

<b>Agenda item:</b>	Old Business	<b>Presenter:</b>	Thom Fleury
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**Discussion:**

1. Board Recruitment. Ms. Viets reminded the board that two of our Board members are serving their first three-year term ending in June of this year, Sarah Carpenter and Tre Robertson, and whether they are willing to serve a second term. The annual meeting is coming up in June and adding at least one new board member would be an ideal situation as presently we have 10 board members and the by-laws require a minimum of 9 and a maximum of 11.
2. Future meetings are set for: 6/5/24 (annual meeting), 8/7/24, 10/2/24, and 12/4/24 at 9:00am.

<b>Agenda item:</b>	New Business	<b>Presenter:</b>	Thom Fleury
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**Discussion:**

1. Boiler Replacement. An estimate from Red Rock Mechanical for a new boiler replacement was provided. Ms. Viets agreed to call an interim meeting in May, prior to

the June board meeting, to provide more information regarding the work and potential options.

2. Code of Conduct and Participant Registration Form. Ms. Viets presented proposals for these documents. The goal would be to formally approve at the June meeting, but operate as in existence now.

<b>Agenda item:</b>	Public Forum	<b>Presenter:</b>	
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**Discussion:**

Ms. Grossnickle made a statement regarding DEI at the HCSC.

<b>Agenda item:</b>	Adjournment	<b>Presenter:</b>	Thom Fleury
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**Discussion:**

A motion was made by Mr. Fleury and seconded by Ms. Krasofski to adjourn the meeting. The motion passed with no one abstaining or opposed.