

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

**REGULAR BOARD MEETING
Date: November 14, 2024**

Meeting called to order in Room 7 at 9 am by Chair Lori Adams.

ROLL CALL

PRESENT: Lori Adams, Jim Blum, Kathleen Bryant, Brendan Cullinan, Carol Gettings,
Bob Hoag, Michael Ramaccia, Paul Schulz, Jay Steinbrenner, Thomas Ternquist.

EXCUSED: Wayne West.

Executive Director: Heather Kraemer

Town Board Liaison: Daniel Michnik

PLEDGE OF ALLEGIANCE/MISSION STATEMENT - Jim Blum

SECRETARY'S REPORT- Jim Blum

Minutes - October 10, 2024 Regular Board meeting minutes distributed. No corrections known.

Motion to accept draft minutes of October 10, 2024 made by Jim Blum. Second by Thomas Ternquist. Voting to approve draft October 10 minutes aye (8) Blum, Cullinan, Gettings, Hoag, Ramaccia, Schulz, Steinbrenner, Ternquist.

Voting nay (0). Voting abstain (1) Bryant.

Motion carried.

TREASURER'S REPORT - Bob Hoag

Financials - August and September financials presented. Reviewed September detailed highlights. Payroll is the largest expense. Our operations are very close to break even. The main positive in our statements is from the significant increase in investments value. Our activities are also close to break even.

BOARD CHAIR REPORT - Lori Adams

Holiday Bonding Luncheon - December 12 at noon at Sean Patrick's. Plan on Board meeting at 10:30 and proceed from there to the luncheon. May bring a guest for \$25. Pay at the office.

EXECUTIVE DIRECTOR'S REPORT - Heather Kraemer

COF November 2024

As of 10/31/2024 - Paid members 1032; Total bus mileage 51,325

Month of October - New Members 20; Total Attendance 1,560; Activities 1,114;
Special Events 805; Off-Site Events 257; Meals Served 1,238; Meals (frozen) 612;
Shuttle Riders 157; Shuttle Miles 1,972.

Comments - Highlights of October were covered. The Erie County 50th Anniversary Stay Fit Luncheon drew 120 people. The large number of frozen meals are picked up or dropped off.

My Senior Center Software - All office employees have been trained. We are in the process of transferring our current membership data over to the new database. There is much clean up and review of the various entries and training will continue. We will be able to do many valuable queries on the stored data (ie. members by age). Due to the new software and the new process for members this will be rolled out slowly in phases. We expect to begin roll out in April. It will be easy for members to use. (It includes key tag check in and many other things. Since it is based on the internet, It can include online member access to review and sign up for programs.)

October Fest (at Town Park) was very wonderful.

Housing Fair (at Town Park) - October 23 from 9 to 11 am with Akron/Newstead.

There were vendors from both subsidized and non subsidized housing.

There were presentations and answers on gap services, elder law, finances, social worker support and a housing outreach presentation.

Overnight Trip - The trip to West Virginia is very popular.

Saturday 11/16 Fall Shop-a-latte Event - Vendor (31) shopping, Food and refreshments available

Internet Web Site - The new web site has fully launched. People can enter a question and we can respond. They can go from the website to our Facebook page.

RSVP (Retired & Senior Volunteer Program) - (We've been offered an Erie County free service memorandum of understanding (MOU) for help finding and recognizing volunteers based on "AmeriCorps Seniors", a program sponsored by the Corporation for National & Community Service.) We agree to the MOU after implementation of the MYSENIORCENTER software which would maintain some required records.

October Highlights - In addition to our regularly scheduled programs.

10/01, 10/15 Bingo Bash

10/02 Erie County Stay Fit 50th Anniversary Luncheon (120 served)

10/03 October Craft - wreath

10/07 Seneca Casino

10/07 United Health Care

10/07 Book Club

10/08 Pizza Lunch

10/08 October Fest (at the Park)

10/10 Music and Pastries

CSCI Board November 14, 2024 - Board Approved 12122024

10/14 Center closed
10/18 Defensive Driving Class
10/21 Letchworth Fall Foliage Trip and Glen Iris Inn Lunch
10/22 Pembroke/Corfu Band and Desserts
10/23 Housing Fair @ Clarence Town Park Clubhouse
10/24 Diners at Ripas
10/24 Candy Bingo (Youth Bureau)
10/28 Birthday Lunch
10/31 Halloween Lunch and Costume Party

Future Events

11/04 Niagara Casino
11/13 -11/15 Olgelbay Festival of Lights, Wheeling, West Virginia
11/16 Fall Shop-a-latte Event - Vendor (31) shopping, Food and refreshments available

12/02 Christmas on Ice - Holiday Ice Skating Performance, Bird Kingdom, lunch and casino
play
12/11 Holiday Party (rather than New Year's Eve) at Ripa's Banquet with music by DJ Biggs
Tickets member \$30, non member \$40 (70+ attending)

EXECUTIVE & PEC - Lori Adams

Executive Committee - Met to set agenda of this meeting.

Performance Evaluation Committee (PEC) - Met for review with Executive Director.

FINANCE - Brendan Cullinan

Investments - Vanguard still doing very well. We moved some investments to ETFs to save costs. Lower Fed interest rates may reduce some benefits from fixed income investments.

Finances - Staffing is now full.

MYSENIORCENTER - Committee discussed staff efficiency improvement using this software. Initial costs covered by grants.

MEMBERSHIP & PROGRAMS - Thomas Ternquist

Meeting rescheduled to October 21 due to lack of quorum. Holiday party is a highlight. Will be doing more work on nature walks. Some discussion about member need for more information on how the Board and the Corporation work. Consensus to add subject to Annual Meeting.

NOMINATING - Carol Gettings

Proposed officers for 2025 will be same except Brendan Cullinan will be Assistant Treasurer in place of Wayne West. There are no new Board candidates.

Motion by Jim Blum that the Board recommend that the Town reappoint the two Board members whose terms are up (Cullinan, Hoag). Second by Thomas Ternquist.

Voting to approve reappointment recommendation aye (9) Blum, Bryant, Cullinan, Gettings, Hoag, Ramaccia, Schulz, Steinbrenner, Ternquist.

Voting nay (0). Voting abstain (0).

Motion carried unanimously.

PERSONNEL - Jay Steinbrenner

No report. Next meeting scheduled as needed.

LEGISLATION & BYLAWS - Jim Blum

No Report.

PLANNING - Jim Blum

No Report. We need to emphasize the need for a stove replacement.

OLD (unfinished) BUSINESS -

None.

NEW BUSINESS -

After executive session.

TOWN BOARD LIAISON - Daniel Michnik

- 1) Office for County Van scheduler - in work.
- 2) Meals on Wheels Canopy - Out for bids.
- 3) Parking Lot - Highway will work with Executive Director.
- 4) Stove Replacement - Pending approvals
- 5) Town Budgets - Approval at next Town Board meeting. Under the cap again.
- 6) Liaison - Meeting with Executive Director regularly

PUBLIC COMMENTS (received in writing)

Public Comments - A Public Comment submitted at the October Board meeting was reviewed in great detail by the Executive Committee.

There was nothing recommended for Board action.

No Public Comments were submitted at this meeting.

EXECUTIVE SESSION -

Motion to go into Executive Session under NYS Public Officers Law, Article 7, Section 105 (1f) of the Open Meetings Law to discuss the work history of at least two specific individuals made by Jim Blum. Second by Bob Hoag.

Voting aye (9) Blum, Bryant, Cullinan, Gettings, Hoag, Ramaccia, Schulz, Steinbrenner, Ternquist.

Voting nay (0). Voting abstain (0).

Motion carried unanimously.

Motion to go out of Executive Session made by Jim Blum. Second by Thomas Ternquist.

Voting Aye (9) Blum, Bryant, Cullinan, Gettings, Hoag, Ramaccia, Schulz, Steinbrenner, Ternquist.

Voting nay (0). Voting abstain (0).

Motion carried unanimously.

NEW BUSINESS -

2024 Employee Year End Bonus - Comment that the motion wording is same as previous years with a new amount.

Motion to authorize the Executive Director to determine amounts for each employee, review the plan with the Board Chair, Finance Chair, and Personnel Chair; and distribute up to \$2,500 from the payroll account as salary bonuses made by Jim Blum. Second by Thomas Ternquist.

Voting to approve Employee Year End Bonus recommendation aye (9) Blum, Bryant, Cullinan, Gettings, Hoag, Ramaccia, Schulz, Steinbrenner, Ternquist.

Voting nay (0). Voting abstain (0).

Motion carried unanimously.

2025 Staff Salary Increase Pool - Comment that the motion wording is same as previous years with a new amount.

Motion to allocate an amount up to \$10,000 as a pool for salary increases to be allocated to employees by the Executive Director and the proposed increases to be reviewed by the Board Chair, Finance Chair, and Personnel Chair and tied with the year end evaluation of each employee made by Jim Blum. Second by Thomas Ternquist.

Voting to approve Staff Salary Increase Pool recommendation aye (9) Blum, Bryant, Cullinan, Gettings, Hoag, Ramaccia, Schulz, Steinbrenner, Ternquist.

Voting nay (0). Voting abstain (0).

Motion carried unanimously.

ADJOURNMENT-There being no other business, Chair adjourned the meeting at 9:56 am.

TRAINING SESSION - None.

TOWN HAPPENINGS - Daniel Michnik (Covered earlier)

NEXT REGULAR MEETING - Thursday, December 12, 2024

Jim Blum, Secretary