

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

**REGULAR BOARD MEETING  
Date: January 11, 2024**

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

**ROLL CALL**

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

EXCUSED: Kathleen Bryant.

Executive Director: Heather Kraemer

Town Board Liaison: Daniel Michnik (not attending)

**INSTALLATION OF OFFICERS** - Clarence Town Supervisor, Patrick Casilio, installed the  
officers for 2024.

**PLEDGE OF ALLEGIANCE/MISSION STATEMENT** - Wayne West.

**SECRETARY'S REPORT-** Jim Blum

December 14, 2023 Regular Board meeting minutes distributed. No corrections known.

Motion to accept draft minutes of December 14 , 2023 made by Jim Blum. Second by Wayne West. Voting to approve draft December 14 minutes aye (6) Blum, Cullinan, Gettings,  
Ramaccia, Steinbrenner, West.

Voting nay (0). Voting abstain (3) Hoag, Schulz, Ternquist.

Motion carried.

**TREASURER'S REPORT** - Bob Hoag

Reviewed highlights of financial report covering the year 2023 through November.

Expenses are in line. If not for increase in investments value and grants/gifts we would be at a loss.

Vanguard investments - A complete turnabout from what they have been.

**BOARD CHAIR REPORT - Lori Adams**

New Board Members - We have two new Board members Kathleen Bryant and Thomas Ternquist. Tom was here last month but Kathy is still recovering from a severe case of Covid

Nominating Committee - Executive Committee recommends Board approval of Nominating Committee Chair Carol Gettings and members Brendan Cullinan and Michael Ramaccia. Voting to approve Nominating Committee recommendation aye (9) Blum, Cullinan, Gettings, Hoag, Ramaccia, Schulz, Steinbrenner, Ternquist, West. Voting nay (0). Voting abstain (0) Motion carried unanimously.

Committee Appointments - Chair reviewed updates to the Standing Committees and requested approval of the full list distributed dated 01/11/2024. Voting to approve the full list of Standing Committees recommendation dated 01/11/2024 aye (9) Blum, Cullinan, Gettings, Hoag, Ramaccia, Schulz, Steinbrenner, Ternquist, West. Voting nay (0). Voting abstain (0) Motion carried unanimously.

**EXECUTIVE DIRECTOR'S REPORT - Heather Kraemer.**

COF December 2023

**As of 12/31/2023** - Paid members 1,118; Total bus mileage 38,070

**Month of December** - New Members 10; Total Attendance 8,310; Activities 1,000; Special Events 311; Off-Site Events 107; Meals Served 859; Meals (frozen) 265; Shuttle Riders ; Shuttle Miles 1,005.

**Comments** - Reviewed December highlights. The ED attended an Active Shooter Workshop. We will be preparing emergency plans that will include things like active shooter, etc. We are pursuing lack of meal payments by the County of about \$3000. The County provided an internet/ethernet upgrade and related equipment to allow additional program access. We will have a training program on Disaster Preparedness including disaster kits provided by NYS.

**December Highlights -**

- 12/ Welcome December Lunch and Dessert Bar, Music by Hastings Duo
- 12/01 University Express
- 12/04 Paula's Donuts
- 12/04 Book Club
- 12/04 National Sock Day, Members attending got free socks by Middle School
- 12/05 University Express
- 12/05 Seneca Casino Merry Christmas Darling Show
- 12/05 Dinner and a Movie
- 12/06 Computer Support
- 12/07 Bingo Bash
- 12/08 Season of Grief (by Christian Counseling)
- 12/12 Bingo Bash
- 12/12 Dinner and a Movie

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- 12/14 Music and Pastries
- 12/14 Famous People Players Theater and Lunch (Toronto) with IKEA Shopping and Festival of Lights
- 12/14 Erie County Christmas Luncheon
- 12/15 Season of Grief (by Christian Counseling)
- 12/15 CSC Christmas Luncheon - Holiday Party, Clarence Middle School Choir, and Santa collected over 250 donated children's gifts for delivery to the City Mission.
- 12/18 Paula's Donuts
- 12/19 Dinner and a Movie
- 12/20 Computer Support
- 12/26 Birthday Lunch
- 12/26 Bingo Bash
- 12/26 Dinner and a Movie
- 12/29 New Years Gala Luncheon at Salvatore's with music for dancing by DJ Biggs

**Future Events**

Jan & Feb - Seneca Niagara Casino

01/17 Disaster Preparedness Training including disaster kits provided by NYS,  
Must register in advance

02/13 Mardi Gras Lunch with Custode and Parisi Jazz Duo

03/25 Elvis Tribute Matinee and Casino Trip

04/23-04/25 Pennsylvania Dutch Theater - Weekend Countryside Experience

**EXECUTIVE & PEC** - Lori Adams

COF Exec 01/04/2024

Executive Committee - Met to set agenda for this Board meeting.

Performance Evaluation Committee (PEC) - Did not meet. Tentatively scheduled for March discussion with ED.

**FINANCE** - Brendan Cullinan

COF 11/16/2023

Reporting Addition - Working toward a cash report that will be easier to understand and clearly show our practical financial condition.

Security - We expect a need for funding to improve security especially everyone being checked in as a valid insurance need and for overall building and near area security. Office should be able to view who is entering the building. We will be determining cost estimates.

**MEMBERSHIP & PROGRAMS** - Kathleen Bryant (out recovering Covid) COF 12/04/2023

Committee getting organized for new year. Need to determine non Board committee members. Last meeting there was considerable discussion on volunteers and how to recruit and effectively use volunteers. Currently have about ½ the number of volunteers we had at some point in the past. Question on how to best recognize volunteers. Also might directly ask people to help with a specific item. Comments on motivation of volunteers, especially the younger newer members.

**NOMINATING** - Carol Gettings

New Board Members - Will receive orientation training.

**PERSONNEL** - Jay Steinbrenner

No report.

**LEGISLATION & BYLAWS** - Jim Blum

Began review of information related to possible Code of Conduct and Code of Conduct Violation Policy revisions. Submitted some details to ED for review and comment. Committee will meet soon to look at possible changes. The wording is a tricky area regarding who decides what constitutes a violation (harassment is generally a feeling of the person affected).

**PLANNING** - Jim Blum

No report.

**OLD (unfinished) BUSINESS** -

None.

**NEW BUSINESS** -

Web Site - Issues with domain. May need to set up a completely new web site with a new host to solve.

Internet - WiFi working much better.

**TOWN BOARD LIAISON** - Daniel Michnik (not attending)

- 1) New Town Liaison - Appointed at the Town Organizational meeting the first week of January.

**CSCI Board January 11, 2024 - Board approved 02082024**

**PUBLIC COMMENTS** (received in writing)

- Public Comments - There was one Public Comment submitted at the December Board meeting.
  - Web Site mentioned will be a part of the current evaluation.
  - There were no other items for recommended Board action.
- No Public Comments were submitted at this meeting.

Secretary commented on follow up to discussion and actions taken at the August (2023) Board meeting:

Contacts with Board and staff should be through the Center and not use any personal phone, Email, address or other contact identities.

Public Comments are addressed to the Board and copies should not be directed to any one else. This may be seen as harassment.

Public Comments should provide a clear message to the Board and should not include threatening or harassing content. Note that the receiving person determines what is thought of as a threat or harassment to them.

Comments on CSCI being a "Public Body" means that the NYS Open Meetings and FOIL laws apply to us. We are planning to have a training session on OM and FOIL next month. There has been recent interest in our form for submitting FOIL requests which we have had for years. In spite of the fact that the NYS Committee on Open Government doesn't like forms to initiate FOIL requests because they feel forms may slow the process, almost all NYS government bodies have a form to request a FOIL or require an identity and password setup on their system in order to request a FOIL. The Town of Clarence has a FOIL request form.

**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 Jay Steinbrenner.

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

Voting nay (0). Voting Abstain (0).

Motion carried unanimously.

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

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

Voting nay (0). Voting Abstain (0).

Motion carried unanimously.

**ADJOURNMENT** -There being no other business, the Chair adjourned the meeting at 11 am.

**TRAINING SESSION** - Board Operation session rescheduled to next meeting.

**TOWN HAPPENINGS** - Daniel Michnik - (not attending)

**NEXT REGULAR MEETING** - Thursday, February 8, 2024

Jim Blum, Secretary