



MEETING MINUTES

**Senior Advisory Board
July 18, 2023**

1. **Call to Order/Roll Call:** **Chair Epperson** called the meeting of the Senior Advisory Board to order at 9:00 a.m. Board Members Present: Chair Bunny Epperson, Vice Chair Priscilla Martinez, Linda Boscono, Barbara Cox, Yasmin Froehling, and Joyce Satow. Excused Absence: Ralph Olcese. Staff Present: Handlos and Sandholm.
2. **PLEDGE OF ALLEGIANCE:** **Chair Epperson** led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the June 20, 2023 meeting with changes.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** None.
7. **UNFINISHED BUSINESS:**
 - a. Receive and File Monthly Class Attendance, Nutrition Site Reports, and Senior Center Historical Front Desk Sign In Data from June 2023 - **Board Member Cox** asked what happened with extra food on slower days and asked if unpopular meals were being tracked. **Chair Epperson** explained that seconds were offered and leftovers were then given to volunteers and staff. **Acting Director Sandholm** stated staff would be evaluating the averages and lows to look at trends for long term meal planning.
 - b. Senior Center Revenue Account Information – **Acting Director Sandholm** explained that the minutes from the August 16, 2022 meeting included a staff report that discussed funding sources. He reviewed the staff report. Discussion about how checks were processed. He stated he would follow up next month about how items were coded to the correct accounts and who to write checks to.
 - c. Congregate Meal Program: Residency Update – **Acting Director Sandholm** reviewed the number of residents vs non-residents. Staff was still working on frequency of visits.
 - d. Transportation Policy Update – **Acting Director Sandholm** stated the policy was still being evaluated.
 - e. Membership Overview – **Acting Director Sandholm** reviewed the resident and non-resident membership numbers. The membership program was being evaluated by staff.
8. **NEW BUSINESS:** None.

9. ITEMS FROM BOARD MEMBERS:

Board Member Martinez thanked staff for conducting a volunteer meeting. She asked about the possibility of bringing back volunteer parking spaces. **Acting Director Sandholm** stated he would look into it, but stated it would be hard to enforce. Discussion about different possibilities.

Board Member Satow stated that there were continual offensive odors lingering in the women's restroom and suggested it was caused by inadequate ventilation. She stated that the floor was always wet. **Acting Director Sandholm** stated staff was working with the facilities department on the issues.

Board Member Satow asked about the required lunch fee for participants under 60 years of age. **Supervisor Handlos** stated it was a County requirement for under 60 to pay for lunch.

Chair Epperson asked about table quotes. **Acting Director Sandholm** stated staff was still worked on getting the quotes.

10. ITEMS FROM STAFF:

a. Food Services Coordinator Update – **Acting Director Sandholm** stated that the recruitment was unsuccessful. Staff was evaluating catering for September and October. Discussion about expanding advertising for the position.

Supervisor Handlos stated that new no smoking signs had been posted. She stated that crochet was added to the knitting club on the newsletter. **Acting Director Sandholm** explained that staff was evaluating the location of the ashtray.

Acting Director Sandholm stated the facilities department was working on scheduling the carpet replacements and painting. The goal for completion would be August and September. Board Members asked for a deep cleaning of the kitchen floor.

11. ADJOURNMENT: Meeting was adjourned at 10:12 a.m.