



MINUTES
SENIOR CITIZENS ADVISORY BOARD
Tuesday, January 20, 2015 • 9:00 a.m.
San Bruno Senior Center, 1555 Crystal Springs Road

WELCOME TO OUR ADVISORY BOARD MEETING

If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

1. **CALL TO ORDER:** Chair Goff called the meeting to order at 9:02 am
2. **ROLL CALL/ PLEDGE OF ALLEGIANCE:** Present: Chair Bill Goff, Ellen Donnelly, Dorothy Carmichael, Flori Green and Karen Hornung, Elisa Gerald and Ken Kreisel. Absent: Vice Chair Barbara Luzaich. Staff Present: Danielle Brewer, Kerry Burns, and Mary Tessier. Transcriber: Mary Tessier. Guests: Sandra Lang, Bill Kaktis and Bob Elliott.
3. **ANNOUNCEMENTS:**
 - a. The February and March meetings will be held in the Conference Room at the Recreation Center. Superintendent Brewer will send email reminders to Board Members.
4. **PRESENTATIONS:** Sandra Lang from the County Commission on Aging reported on Elder Financial Abuse. Members of the Commission and the Adult Abuse Prevention Committee have put together a performance that they have been presenting at Senior Centers in the area. They would like to come to San Bruno in May to present "Making the Invisible Visible". The Board thought that we should cancel Bingo one day and schedule this performance after lunch.
5. **REVIEW OF AGENDA:**
6. **APPROVAL OF MINUTES:** M/S Gerald/Green approved the minutes of the December 16, 2014 meeting.
7. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** (Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues rose by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.)
8. **CONDUCT OF BUSINESS:**
 - a. Treasurer's Report – Board Member, Hornung reported that there were five deposits for the month and no checks written. The money in this checking account is restricted for Senior Center use.
 - b. Advisory Board Nominations and Vote - Bill Katkis introduced himself to the Board. He will be running for one of the two open positions on the Board along with Bill Goff and Dorothy Carmichael. Voting will be held on February 4 in the Senior Center Lobby. There will be candidate introductions at Noon on February 2.

- c. Status of Recruitment to Fill Vacant Recreation Services Coordinator and Senior Bus Driver – Director Burns reported that the first interviews for the coordinator position would be held on January 27. She hopes to have someone in this position by mid-February. Senior Bus Driver, Ron Miles resigned after the New Year. Lynn Bick has been filling in for Ron and Alyssa. Human Resources is recruiting for a new driver.
 - d. Monthly Information and Referral Report – Recreation Leader, Laura Agostini has been handling these calls and inquiries.
 - e. Monthly Class Attendance Report – Class numbers are down a little due to holiday closures and class breaks.
 - f. Monthly Nutrition Site Report – Mondays and Wednesdays are the busier lunch days.
9. **CORRESPONDENCE:** Donation thank you letters were written to AARP, Peter Kwan and Bernie and Barbara Vas.
10. **COMMITTEE REPORTS:** The Special Events and Volunteer Committee Meeting minutes were inadvertently left out of the agenda. Supervisor Tessier reported that the Volunteer Recognition Party would be on Saturday, February 28 and it would be a circus theme.
11. **COMMENTS FROM BOARD MEMBERS:**
- a. Board Member Kreisel asked about the status of the new refrigerator. Director Burns reported that the new refrigerator is on the January 27 City Council Agenda. Any purchase or improvement to a City Facility over \$5,000 requires Council approval.
 - b. Board Member Kreisel inquired about Pedro. Director Burns explained that gaming in a public place is not legal and the City cannot accept any proceeds from a gaming activity. There will be a meeting with the Pedro organizers, Dorothy Carmichael and staff in the next few weeks.
 - c. Board Member Kreisel asked about the status of the gate in the kitchen to protect equipment from rentals. Superintendent Brewer reported that the gate will exceed \$5,000, so it will need to go in the next fiscal year budget.
 - d. Board Member Kreisel commented that the clean up before rentals on Fridays is inadequate. Many times the building attendant for the Saturday rental has to fill paper products and clean. Director Burns reported that this issue is being addressed.
 - e. Board Member Green suggested that the Exercise Instructors make an announcement to ask their students to park across the street or further down the parking lot.
12. **AGENDA BUILDING:**
- a. Pedro
 - b. Status of the Coordinator position
 - c. Refrigerator update
 - d. Handicapped Parking
13. **ADJOURNMENT:** Chair Goff adjourned the meeting at 10:15 am

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**** POSTED PURSUANT TO LAW ****
