



MINUTES

SENIOR CITIZENS ADVISORY BOARD

Tuesday, July 21, 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:** Vice-Chair Flori Green called the meeting to order at 9:03am.
2. **ROLL CALL/ PLEDGE OF ALLEGIANCE:** Present: Chair Bill Goff, Vice-Chair Flori Green, Board Members Dorothy Carmichael, Elisa Geraldi, Karen Hornung, Ken Kreisel, and Barbara Luzaich. Absent: Ellen Donnelly. Staff: Director Kerry Burns, Superintendent Danielle Brewer, Supervisor Mary Tessier and Coordinator Leah Madonich.
3. **ANNOUNCEMENTS:** None
4. **PRESENTATIONS:** None
5. **REVIEW OF AGENDA:**
6. **APPROVAL OF MINUTES:** M/S Geraldi/Kreisel approved the minutes of the June 16, 2015 meeting. Passed unanimously.
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 – filed for audit.
 - b. Monthly Information and Referral, Class Attendance and Nutrition Site Reports – Monthly Information & Referral Report and the Nutrition Site Report were distributed and all reports were reviewed.
 - c. Review Volunteer, Special Events and Program Committees Meeting Minutes – **Staff** reported that the Bocce league has started again and is showing an increase in participation numbers. Zumba class numbers continue to grow. **Staff** indicates an interest in offering a pickle ball class.
 - d. Review Draft Senior Advisory Board Annual Report for Presentation to the City Council **Superintendent Brewer** presented a draft annual report for the Senior Advisory Board presentation for the City Council on Tuesday, July 28, 2015. The Board reviewed the slides and program statistics. With the Board's input, the following goals were established for the upcoming fiscal year: the replacement of the deck as a capital improvement project, utilizing the Recreation Center for adult and senior programming



during the day to allow for additional class offerings, expanding the special event program offerings to include quarterly safety presentations by the Police and Fire Department. These goals will be incorporated into the presentation for the City Council, to be led by **Chair Goff**. **Director Burns** added that additional improvements such as, a new roof, HVAC system, and remodeled restrooms to the Senior Center will be requested as part of the Fiscal Year 2016-17 budget request process. **Board member Carmichael** mentioned the conditions of tables and chairs and **Superintendent Brewer** reassured the Board that the replacement has been put into the budget and will happen this year. **Board member Carmichael** also identified the stage and backstage as areas that need a deep cleaning. **Board member Kreisel** inquired about the replacement of the roof. **Director Burns** clarified that patching of the roof has been ongoing, but that a replacement roof is not currently included in the budget.

- e. Update on Revisions to Senior Center Advisory Board Bylaws – **Director Burns** explained that she has received an update since the distribution of minutes regarding the bylaws. After speaking with the **City Attorney**, it was decided that the Senior Advisory Board bylaws will be reviewed and revised separately from the other commissions. (After the meeting, it was determined the Board's bylaws would be included with the other Commissions, Committees and Boards bylaws which occurred at the City Council Meeting on July 28, 2015.)

9. **CORRESPONDENCE:** None

10. **COMMENTS FROM BOARD MEMBERS:** **Director Burns** asked the Board for its input on which areas were in need of attention at the Senior Center. **Board member Kreisel** identified the multi-purpose room floor as an area of interest. **Board member Carmichael** also included the backstage as an area that needs renovation. **Chair Goff** added the craft room tables and chairs as well as the garbage disposal. The Board as a whole agreed that new programs should come from attendees of the Senior Center. **Staff** is currently looking into offering a pickle ball class. **Staff** would also like to incorporate police and fire in to the regular presentation programming on a quarterly basis. **Board member Kreisel** also requested an additional handrail to be installed on the stairs going down to the bocce court. He reported that there has been very positive feedback in relation to the new automatic door buttons that were installed outside the restrooms. **Board member Kreisel** inquired about the Pedro update: **Director Burns** confirmed that Pedro is treated like any other program and that they receive copies, office supplies and room set-ups as needed.

11. **AGENDA BUILDING:** Presentation of volunteer program and volunteer opportunity descriptions.

12. **ADJOURNMENT:** Vice Chair Green makes a motion to adjourn and Board member Luzaich seconds the motion at 10:01am.

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

