



**Senior Advisory Board  
AGENDA**

**Regular Meeting**

**Tuesday, October 18, 2016 • 9:00 a.m. • 1550 Crystal Springs Road, San Bruno**

**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/ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF AGENDA:** October 18, 2016

**4. APPROVAL OF MINUTES:** September 20, 2016

**5. 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.

**6. NEW BUSINESS:**

- a. Treasurer's Report – September 2016
- b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data (Madonich)
- c. Receive and File Minutes of Events Committee (Tessier)
- d. Annual Piano Tuning Request for Funding (Tessier)
- e. Formation of Senior Center Facility Subcommittee (Brewer)

**7. UNFINISHED BUSINESS:**

- a. Senior Center Billiard Table Resurfacing Update (Tessier - Oral Report)
- b. Senior Center Deck and Bocce Ball Court Projects Update (Brewer - Oral Report)

**8. ITEMS FROM STAFF:**

- a. Community Forums – October 26 and November 30, 2016 (Brewer – Oral Report)

**9. PUBLIC COMMENTS ON MATTERS NOT ON THE 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.

**10. ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS**

**11. ADJOURNMENT**

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



**MEETING MINUTES**

**Senior Citizens Advisory Board  
September 20, 2016**

1. **Call to Order/Roll Call:** Chair Goff called the meeting of the Senior Citizens Advisory Board to order at 9:05 a.m. Board Members Present: Chair Goff, Vice Chair Green, Donnelly, Hayes, Kreisel, Luzaich, and Treasure Hornung. Board Members Absent: Carmichael. Staff Present: Madonich, Tessier, and Aker.
2. **PLEDGE OF ALLEGIANCE:** Chair Goff led the Pledge of Allegiance.
3. **APPROVAL OF AGENDA:** **MSC Luzaich/Green** to approve the agenda of the September 20, 2016 meeting. Approved unanimously.
4. **APPROVAL OF MINUTES:** **MSC Green/Kreisel** to approve the minutes of the August 16, 2016 meeting with the corrections Board Member Kreisel requested about the public bid process for the new bocce ball court. Approved unanimously.
5. **PUBLIC COMMENT:** None.
6. **CONSENT CALENDAR:** None.
7. **CONDUCT OF BUSINESS:**
  - a. Treasurer's Report – August 2016 Treasurer's Report filed for audit.
  - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data - Monthly Information and Referral Report and Nutrition Site Report were distributed and reviewed, received, and filed for August 2016. Coordinator Madonich reported that with the implementation of the pastry tickets being giving for signing in, sign ins for August went up. She thanked Board Member Kreisel for the idea.
  - c. Senior Center Billiard Table Resurfacing Estimates – Supervisor Tessier reported that she had gotten a quote from The Pool Table Pros for the resurfacing of the two billiards tables as well as new pockets and bumpers for each table. The estimated total cost was \$2,500 and \$1,000 had already been donated specifically for that purpose. Staff was requesting the remaining balance to be paid from the Senior Advisory Board Trust Fund. **MSC Kreisel/Luzaich** approved to spend up to \$2,000 out of the Senior Advisory Board Trust Fund for the resurfacing of the two pool tables. Approved unanimously.

8. **UNFINISHED BUSINESS:** None.
9. **EXCLUDED CONSENT:** None.
10. **ITEMS FROM STAFF:** None.
11. **PUBLIC COMMENT:** None.
12. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** Board Member Green wanted to state that the bingo people object the current janitor working the Senior Center.
13. **ADJOURNMENT:** With no other business to be conducted, **Board Member Green**, adjourned the meeting of the Senior Advisory Board at 9:21 a.m.

DRAFT

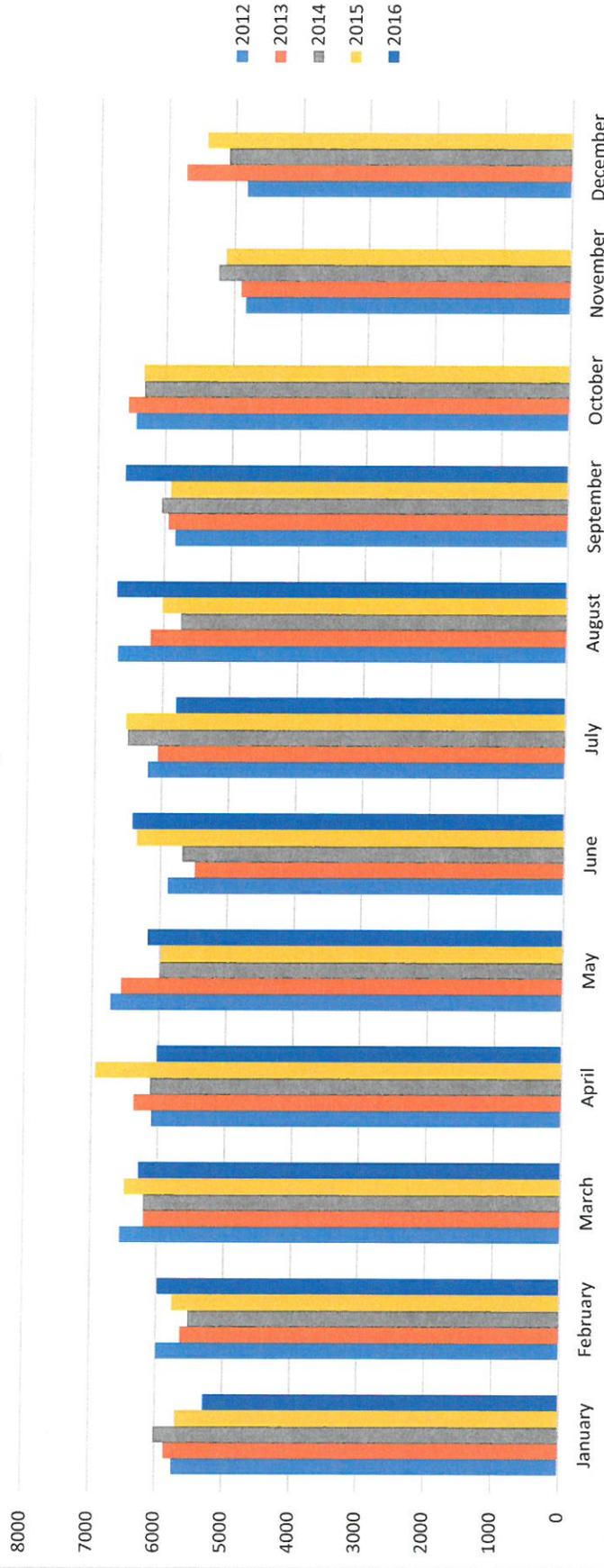
# SENIOR ADVISORY BOARD TRUST FUND REPORT

SEPTEMBER 30, 2016

Checking Account Balance 8/31/2016	\$ 15,964.67	
Interest	\$ 0.69	
Deposit		
Checks	\$ -	
Fees		
	<hr/>	
Checking Account Balance 9/30/2016		\$ 15,965.36
Amount held at City of San Bruno prior 7/1/2013		\$ 103,932.20
Amount held at City of San Bruno July 1, 2013 - June 30 2016		\$ 43,410.40
Amount deposited to City since 7/1/2016	\$ 3,214.64	
Deposit made to City account September	\$ 401.80	
Deposit made to City account September	\$ 444.85	
Deposit made to City account September	\$ 420.50	
Amount deposited to City this fiscal year		\$ 4,481.79
<b>TOTAL NET WORTH SEPTEMBER 30, 2016</b>		<b>\$ 167,789.75</b>

	January	February	March	April	May	June	July	August	September	October	November	December
2012	5737	5987	6548	6090	6722	5878	6198	6670	5827	6432	4826	4817
2013	5868	5632	6196	6363	6567	5487	6059	6186	5939	6554	4902	5728
2014	6020	5522	6204	6119	5993	5672	6517	5733	6047	6318	5240	5103
2015	5701	5767	6494	6936	5982	6357	6539	6015	5910	6324	5131	5426
2016	5285	5977	6278	6017	6169	6418	5788	6689	6583			

Historical Sign-In Data



2016-17 Information and Referral Statistics

	July	August	September	October	November	December	January	February	March	April	May	June
Housing	3	4	1									
Shopping	8	3	1									
Transportation	7	3	3									
Assisted Living	9	2										
Legal	5	4	3									
Insurance	3	1	2									
Welfare Check	0	2	1									
Health	0	0										
Counseling	3	1										
Clean/Repair	7	7	5									
General	8	4	2									
Monthly Total	53	31	18	0	0	0	0	0	0	0	0	0

Nutrition Site Report September

Day	Date	Total Prepared Hot Meals & Salads	Total Served Hot Meals	Total Served Salads	Total Served Hot Meals & Salads	Non-Senior Donations
Thur	1	65	57	6	63	0.00
Fri	2	85	70	13	83	0.00
Mon	5				0	
Tues	6	98	81	15	96	5.50
Wed	7	120	94	26	120	11.00
Thur	8	60	50	8	58	0.00
Fri	9	90	74	15	89	5.50
Mon	12	105	84	19	103	11.00
Tues	13	75	56	18	74	11.00
Wed	14	130	117	11	128	11.00
Thur	15	55	39	14	53	
Fri	16	95	78	14	92	
0						
Mon	19	100	87	10	97	5.50
Tues	20	85	71	12	83	5.50
Wed	21	105	82	20	102	11.00
Thur	22	55	44	11	55	5.50
Fri	23	215	213	0	213	5.50
Mon	26	105	81	20	101	22.00
Tues	27	80	74	6	80	5.50
Wed	28	130	111	16	127	11.00
Thur	29	75	64	9	73	5.50
Fri	30	115	99	13	112	5.50
<b>Total</b>		<b>2043</b>	<b>1726</b>	<b>276</b>	<b>2002</b>	<b>\$ 137.50</b>

# EVENTS COMMITTEE

October 10, 2016

Members in attendance were Barbara Luzaich, Kathy Gregory, Bill Goff and Tammy Manini. Mary Tessier was in attendance.

Minutes for the August meeting were approved as written.

1. The November **Movie** will be held on the first Friday and will be "Race".
2. **Classes & Programs:**  
Attendance for the new Adult School Yoga class on Mondays is starting to pick up. The new class: "The Presidential Election" with Frank Damon is going well. Frank would also like to teach a new class in January entitled "The West". The class would include viewing of the documentary by Ken Burns plus discussion. **The committee recommends that we offer "The West" class.** Michele Bruemer, RN would like to return next year to offer a six week workshop on Living Well with Chronic Conditions. **The committee recommends that we offer the "Living Well with Chronic Conditions" class in 2017.**
3. **Presentations:**  
The Laughter Yoga session with Jessica Huckabay will be on October 20<sup>th</sup> and the "Holiday Blues and How to Beat Them" will be on December 12<sup>th</sup>.  
The session on Hearing Loss and Hearing Aids will be on October 26<sup>th</sup>.  
There were 18 people at the Legal Aid Society's presentation in September.  
On November 14<sup>th</sup> the nurse from Mills Peninsula will present on: "Make the Most of Your Doctor Visits". In November there will also be a presentation on Diabetes: "Taking Control" and an information table on eligibility for credit on your PG&E bill.
4. **Trips:**  
Bill Hayes is the chaperone for the Graton casino trip today. Next year we will have six casino trips starting in February.  
The "Holiday Sweets & Goodies" trip in December is already full. In January there will be a theatre trip to see "Jesus Christ Superstar" and in March the group will see "Chorus Line". We are also working on a trip to Ironstone Winery.  
June should have enough people for the Holiday Reno overnight in December. Marilyn has some cruises planned for 2017.
5. **Parties:** Tickets are on sale for the Halloween Party on October 31<sup>st</sup>. The committee thought we should cancel Bingo for the Thanksgiving Party. We will have two Wednesday Big Bingos to make up for all the Friday closures. "The Hot Rods" are scheduled for the Holiday Party and the "Paul Fontes Trio" are scheduled for New Year's. The Committee briefly discussed the 30<sup>th</sup> Anniversary Party and recommended that we order fake pearl necklaces for the ladies.
6. **The next Events Committee Meeting will be on November 14<sup>th</sup> at 1:00 pm.**



**DATE:** October 18, 2016  
**TO:** Senior Citizens Advisory Board  
**FROM:** Mary Tessier, Recreation Supervisor  
**SUBJECT:** Annual Piano Tuning Update and Request for Funding

**BACKGROUND:**

To keep the piano sharp for the various classes and events it is used for, the piano is tuned each year.

**DISCUSSION:**

Staff has researched and received a quote from Bill Klein for piano tuning in the amount of \$160. The work will be scheduled for October or early November and will take one day to complete. Staff will schedule the tuning for a time when there are no activities needing the piano.

**FISCAL IMPACT:**

The cost to tune the piano is \$160. Staff requests the full amount from the Senior Advisory Board Trust Fund to pay for the tuning of the piano.

**ATTACHMENTS:**

None.