

*City of Shelton  
Shelton Senior Center  
81 Wheeler Street  
Shelton, CT 06484  
(203) 924-9324*

**Minutes  
Shelton Senior Commission  
March 13, 2007**

The March 13, 2007 meeting of the Shelton Senior Commission was called to order by William Smarz at 4:00 p.m., in the conference room of the Shelton Senior Center. The pledge was recited by all present.

**Commissioners in Attendance:**

William Smarz  
Barbara Arsenault  
Joseph Coleman  
Gerri DeMarco  
Shirley Keller  
James Martin

**Also Attending:**

Ellen Shaw  
Kathy Ramia

**Absent:**

Jill Bruno  
Joseph Lanzi

**PUBLIC PORTION:**

Gene Kierce spoke to the Commission with regards to the computer classes. He told the Commission they really have two choices: purchase a HD TV or a projection system or consider canceling the classes in the future. He explained to the Commission the difficulty trying to teach computer class with 8 people all having to use different computers. Gene stated they could get by for a while but probably within two years the Center would need all new computers. Shirley Keller questioned how many members use the class. He stated that in the 10 years the Center has been holding classes that 500 seniors have taken advantage of the classes. Ellen commented that there is a waiting list to take the class. William Smarz asked if Gene had considered getting a grant to pay for the computers. Ellen Shaw is going to meet with Gene to give him some information on some grants he can apply for. Gene thanked the Commission.

**PREVIOUS MINUTES:**

**A MOTION WAS MADE BY GERI DEMARCOTO ACCEPT THE FEBRUARY MINUTES. JOE COLEMAN SECONDED. MOTION PASSED.**

**TREASURER'S REPORT** for the month end February 13, 2007 was read by Kathy Ramia, reporting a balance forward of \$15,671.80, receipts \$39.99, no disbursements, leaving an ending balance of \$15711.79. Four \$10,000.00 CD's totaling \$40,000.00 maturing at different dates. (Interest not reported at this time.)

**A MOTION WAS MADE BY SHIRLEY KELLER TO ACCEPT THE FEBRUARY TREASURER'S REPORT AS READ. JIM MARTIN SECONDED. MOTION PASSED.**

Mr. Smarz questioned Ellen on the balance in the liquidity account. He would like to purchase another T-bill if the Center is not using the money at this time.

**A MOTION WAS MADE BY SHIRLEY KELLER TO ACCEPT THE MEMBERSHIP COUNCIL'S TREASURER'S REPORT FOR THE MONTH OF FEBRUARY. JIM MARTIN SECONDED. MOTION PASSED.**

The Commission stated the Membership Council should invest some of their money.

**DIRECTOR'S REPORT:**

Ellen Shaw reported the budget hearing went well. The only request that was not filled was the part time account and they did raise it \$2,000.00 from the previous year. The total amount requested was \$296,764.00 and the Mayor recommended \$283,264.00. Ellen stated the bids for the floors were approved. Ellen will call and set up appointments. William Smarz stated he would like to talk to them when they come regarding recommendations for mops and cleaning. The center has had a lot of membership renewals. The Center is also participating in the Big Read, with the book "To Kill A Mockingbird." Three events will take place at the Center. On April 2<sup>nd</sup> there will be a book discussion with the students from Shelton High School. On April 4,<sup>th</sup> an Acting class from Shelton High School will perform some dramatic readings and on April 10<sup>th</sup> the Center will show the Movie. Ellen stated the Tuesday activities have increased. Bridge is being held 3 times a week and there is a group of 16 people playing Mahjongg, a Jewish game played with tiles. Ellen attended the National Council on Aging Conference in Chicago. She found our Senior Center and area is much further ahead than many centers in the United States. It was a very big conference well worth attending. Some observations were the Shelton Senior Center Lunch Program was less expensive and had much more to offer. Most places only offer soup and sandwich. The exercise and computer classes held at our center are more involved. At the Conference some discussion was held as to the newer seniors and what will be offered to the younger senior in the future. There was some discussion about white water rafting and more sports interests. Kathy Ramia stated some cities are creating Adult Community Centers or multi-purpose buildings instead of Senior Centers.

**A MOTION WAS MADE BY BARBARA ARSENAULT TO ACCEPT THE FEBRUARY DIRECTOR'S REPORT AS WRITTEN. GERRI DEMARCO SECONDED. MOTION PASSED**

**OUTSTANDING BILLS:**

None

**REPORTS OF COMMITTEES:**

None

**OLD BUSINESS:**

Mr. Smarz stated the Commission member who was supposed to rewrite the Policy for the Policy and Procedure Book is absent this meeting. Some discussion was held and the consensus was that each case would be looked at as it came up and the Policy and Procedure Booklet will be used as guide. Joe Coleman stated that a policy states this is what we are going to do and a procedure stated how you are going to do it. Mr. Smarz commented on the snack bar and free coffee. He commented on how many people were getting free coffee. He stated that he didn't think that it could be monitored.

**NEW BUSINESS:**

Mr. Smarz brought up for discussion some changes in the by-laws. After reading it over and discussing the changes a motion was made.

**A MOTION WAS MADE BY JIM MARTIN TO CHANGE THE BY-LAWS TO ACCEPT THE CHANGES ON THE TREASURER AND PARAGRAPH 5. TO READ: All checks must be approved and signed by the CHAIRMAN or DIRECTOR. Emergency spending, not to exceed \$200, may be made without COMMISSION approval.**

**BARBARA ARSENAULT SECONDED. MOTION PASSED.**

William Smarz brought the condition of the building to the attention of the Commission. He stated he would like it for the baseboards to be cleaned. He thought maybe a change in the mops that are being used might help. He asked the Commission to think of ways to improve the condition of the building. He stated some of the stalls in the lavatories are getting old and worn. The baseboard around the coffee counter needs to be cleaned. He also said the Commission would have to look at Capitol improvements; carpets are already on the list. He thought maybe the Center could get someone to clean the lavatories. He would like to see someone come to the Center a couple hours a day to clean. Joe Coleman brought up replacing the sign. Mr. Smarz was getting some samples for the Commission to look at. After much discussion, a vote was taken and it was decided to replace the sign with one like it only made with something better than wood. Joe Coleman is going to get the quote and talk to the people who gave him the previous quote. Mr. Smarz stated he would like to get a plaque with the Directors, Commissioners and Membership Council members on it, to be hung in the lobby. Jim Martin stated that the Membership Council meetings are not well attended. He stated that people only show up they want something. Some ways to attract people were discussed but a final decision was not made. Ellen asked Mr. Smarz to hold up on the T- Note until Joe gets a quote for the sign.

**A MOTION WAS MADE BY SHIRLEY KELLER TO ADJOURN THE MEETING AT 5:40 P.M. JOE COLEMAN SECONDED. THE MOTION PASSED.**

Attested to: \_\_\_\_\_ Date: \_\_\_\_\_