



## **MINUTES**

### **North Little Rock Senior Citizens Commission**

**July 23, 2018, 3:00 PM**

**Hays Center**

The Senior Citizens Commission meeting was called to order by Belinda Snow at 3:00 PM.

Present were: Robert Barnes, Belinda Snow, Dorothy Romes, Dick Giddings, Marleene Calvin, and Eddie Powell. Virginia Raum, Murry Witcher, and Dick Blankenkemper were absent. A quorum was declared.

A motion was made by Eddie Powell to excuse absences. The motion was seconded by Robert Barnes. Motion passed unanimously.

A motion was made by Dick Giddings to approve the minutes of the previous meeting. The motion was seconded by Eddie Powell. Motion passed unanimously.

Hays Center Director, Bernadette Rhodes, gave a brief overview of the financial information and bank accounts reporting that all financials are in good order. City Council passed a 2.2% cost of living increase and we will still be within budget.

Ms. Rhodes gave a program update, including a review of her staff report to the Mayor. The program memo and staff report are attached. Drums Alive has become very popular among the members and continues to grow. We are also looking to start a new class called Body Groove that is free form dancing. Bean Bag Baseball has divided into two teams to better accommodate players. Two tamale making classes are fully booked and look promising. Monday Craft Day will get started where office staff will rotate to teach crafts.

The Weekend Coordinator may take an additional two weeks before a decision can be made.

Ms. Rhodes updated the Commission in regards to building maintenance. New software program called Schedules Plus is moving along. It will be up as soon as we can connect to the North Door. Women's locker room construction continues to move along. The frames are gone and drywall repairs have been made. Four new exercise machines have been added to the exercise area.

Southwest EAP came to talk about mental illnesses, the open discussion went well. NLRPD had an active shooter training in the ballroom. Attendance was high and the members received knowledgeable information.

A Graduate Assistant will be coming to work for the Hays Center and Senior Citizens Outreach, Inc. from August 20<sup>th</sup> – December 3<sup>rd</sup>.

The Commission discussed the electrical outlets in the ballroom floor. The Commission agreed those could be removed when the new flooring is installed.

Rental Deposit: Renters are going over their allotted time. Staff suggests increasing the deposit from \$300 to \$500, and increasing the fee from \$50 to \$100 for every 15 minutes spent past renters' contracted time. Motion made by Robert Barnes to approve the change, seconded by Marleene Calvin. All in favor.

An evening Christmas party will be held this year. The idea of beer and wine was brought up at an additional cost. More information will be needed.

Open Comment:

Eda Harrison: Suggestion to advertise the Hays Center in the NLR Times and to issue press releases about events or activities at the Center.

A motion was made By Eddie Powell to adjourn. The motion was seconded by Marleen Calvin. The motion passed unanimously. The meeting adjourned at 3:45 pm.

Prepared by Cherihan Sbait, Hays Center Staff

Approved by Belinda Snow, Secretary



**Memo To:**

**North Little Rock Senior Citizens Commission**

**From: Bernadette Gunn Rhodes**

**Memo Date: July 17, 2018**

We have had relatively high attendance as our members try to beat the heat by staying inside! The Hays Center is the perfect summer hangout. Attendance in the last four weeks is up 8% over the same period in 2017. We have been logging an average of 2,625 visits per week.

Our programs are going well. Drums Alive, led by Susan, has become very popular. Susan has also discovered a new free-form dance workout called "Body Groove," and we have purchased a DVD to try it out. We will begin offering it in August on Thursdays at 9:00 am in the Exercise Room. Angela has scheduled two Tamale Making classes. Chera has helped the Bean Bag Baseball team establish two separate "Hays Center Hotshots" teams because the high number of players justified two teams. Connie continues to organize her monthly Member Vendor Day.

We recently had an opening in our craft room on Monday mornings (ceramics was cancelled due to lack of participation). We decided to schedule special craft workshops on those mornings. I'm calling it "Monday Craft Madness." The first three workshops will be Make your Own Greeting Cards (7/30), Tincan Luminaries (8/6), and Glass Art (8/13). The staff is taking turns leading the workshops, and we will bring in volunteer instructors, as well. This will allow members to try out different crafts that they can complete in a few hours and go home with something special. There will be a small fee if needed to cover the cost of supplies.

Lunches since our last meeting have been averaging a \$50/week profit. The most popular lunches this past month were southwest salad with grilled chicken, BLT, and chicken spaghetti.

We are still in the hiring process for the Weekend Coordinator position. We have five interviews scheduled for this Wednesday, July 18. I am hoping the new coordinator will be able to start on Saturday, 7/21 or Saturday, 7/28. Vanessa and Aaliyah have done a fantastic job keeping the Center running on the weekends throughout this process.

We have implemented a new software system, SchedulesPlus, for our room reservations, trip scheduling, and volunteer tracking. Our hope is to switch to SchedulesPlus for all our membership management, but before we can make the full switch away from KidTrax, SchedulesPlus needs to figure out how to interface with our automatic door. The vendors have been doing their research and are getting closer to writing the program.

Regarding facility improvement, Bell Construction has started work on replacing the metal frames in the ladies' locker room. We are currently waiting for the new metal frames to come in.

Three of our four new exercise machines have arrived, the 2 True treadmills, and 1 Octane seated elliptical. Members are very pleased. The SciFit seated trainer I ordered has not yet been shipped. I will be entering into the City auction 1 old True treadmill, 1 Stex recumbent bike, 1 Stex standing elliptical (all of which we can't get parts for anymore), and 2 old exercise bikes that no one uses anymore.

At our last meeting, you approved the ballroom floor product selection. We need to discuss what to do with the two outlet covers in the middle of the ballroom floor. Regarding the furniture upholstery, I am waiting on a few more full-size samples before we make a final selection.

Last Thursday, we had a social worker from the City's Employee Assistance Program, Southwest EAP, give a presentation on how to recognize and address individuals with mental illness and/or members who become angry or agitated. The training included common symptoms and de-escalation techniques. It was very informative and well-received. One of our weekend staff members told me she has already put her training into action with a particularly confrontational member.

This Thursday, July 19, the NLR Police Department is giving a presentation at the Center about how civilians should respond to an active shooter situation. The presentation is open to all members and volunteers. All of our Hays Center staff will attend, as well.

We are planning ahead for two big events later this year, a Halloween luncheon on Wednesday, October 31<sup>st</sup> and an evening Christmas party on Friday, December 14<sup>th</sup>. We hope you will join us for one or both! Tickets will go on sale a couple weeks before each event.

I look forward to seeing you on July 23<sup>rd</sup>.

**Patrick Henry Hays Senior Citizens Center  
and  
Mayor's Office of Volunteer Services**

**Monthly Report – June 2018**

**Member Statistics**

- Our members logged 11,315 visits to the Hays Center.
- 72 new members joined the Hays Center this month for a total of 3,394 active members.
- New members: 30 African American, 32 Caucasian, 1 Native American, 1 Asian American, and 8 unknown.
- The majority of new members were female (55 females and 17 males).
- The youngest member to join this month was 50. The oldest two were 84.

**Deposits**

- \$4,430 in new member fees
- \$11,898 in renewal fees
- \$5,675 in rental fees
- \$499 in trip fees
- \$880 in lunch/luncheon fees
- \$280 in other revenue
- **TOTAL: \$23,662**

**Activities**

- Baptist Health followed up with those who participated in the diabetic class to see what progress had been made with each person.
- Held our monthly Member Vendor Day.
- Held our annual 4th of July luncheon. Sold 47 tickets. "The 4 J's" performed music. Staff held a costume contest.
- UA Extension taught its "Flavors Around The World" healthy cooking class.
- Collected two full boxes for the annual Cereal Drive.
- The Arkansas League of Artists continued their "Signature Artists" exhibit in the gallery.
- Featured one of our Tai Chi classes on KATV's Good Morning Arkansas.

**Facility**

- Bell Construction is replacing corroded aluminum door frames in ladies' locker room and on aerobics pool deck. Work has begun and will be completed over several Fridays when the locker room is not in heavy use.
- Purchased 1 new recumbent trainer, 1 new seated elliptical, and 2 new treadmills. I believe this completes our new fitness equipment needs for 2018. That leaves \$25,505.25 in our \$50,000 equipment budget.
- 2018 facility improvement goals:

- Replace ballroom floor (Commission has approved floor material and style. Taggart will write up specs so we can start soliciting quotes).
- Replace/reupholster gallery and lobby furniture. (Working with interior designer at Taggart on furniture & pattern selection).
- Install security camera overlooking parking lot (Waiting on a quote from our alarm company to add that one camera and replace one that is broken).
- Replace some of the TVs in the workout area (if end of year budget allows).

### **Trips**

- We provided a total of 22 trips, transporting a total of 246 people and collecting a total of \$621 in trip fees.
- Public senior housing residents traveled to medical appointments (6 trips) and grocery stores (5 trips).
- Our Bean Bag Baseball teams traveled to Lonoke and Sherwood for away games.
- After fees, meals, fuel and driver costs, we spent a net \$842 on our transportation program.

### **Rentals**

- We provided 2 free ballroom uses to PAL and the Battle of the Badges Blood Drive.
- We had 7 paid rentals for a total revenue of \$4,225.

### **Mayor's Office of Volunteer Services**

- Hays Center volunteers reported 1,426 hours this month.
- Received 9 new volunteer applications.