



MINUTES

North Little Rock Senior Citizens Commission

November 26, 2018, 3:00 PM

Hays Center

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

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

A motion was made by Murry Witcher to excuse absences. The motion was seconded by Marleene Calvin. The motion carried unanimously.

A motion was made by Murry Witcher to approve the minutes of the previous meeting. The motion was seconded by Eddie Powell. The motion carried 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. Ms. Rhodes reported \$7,166 remaining in the Center's equipment budget and predicted the department would end the year \$50,000 under budget. A change in signatures will need to occur on 6 different bank accounts due to Lee Brunson's passing, who was the secretary of the board for Senior Citizens Outreach, Inc.

A motion was made by Eddie Powell to approve the financial report. The motion was seconded by Marleene Calvin. Motion passed unanimously.

Ms. Rhodes gave a program update, including a review of her staff report to the Mayor. The program memo and staff report are attached. The Center sold 114 tickets for the Halloween party and it was a success. The staff has been working on Christmas decorations for the party in the second week of December. Our attendance is down on average, possibly due to weather and holidays. Aqua Zumba is going strong with 30-40 in attendance on the weekend. A Christmas Bazaar will be held on December 5th and the Christmas Party will be on the 14th. Ms. Rhodes is looking for a replacement for Lee Brunson on the Senior Citizens Outreach Board.

Ms. Rhodes give a facility and equipment update. The new ballroom floor has been installed and members have been pleased with the results. Received a quote for new range and fridge for \$9,330, which will come out of the 2018 budget. Security cameras still need to be replaced, Ms. Rhodes has approved a quote from Triple S for this work. McNutt will check the walls for moisture issues. Roofer states only a few areas that are bubbling need repair. We can hold off on roof replacement for now. New roof estimated cost \$300-400,000. Gallery furniture will be sold at auction through the city. A quote to replace gallery furniture has been approved and furniture has been ordered.

Mr. Witcher asked Ms. Snow whether changes at the Housing Authority would affect the PILOT (payment in lieu of taxes) funds that go to Senior Citizens Outreach for programs at the public housing facilities. Ms. Snow explained that the Housing Authority wishes to continue the contract. An assessor will recommend whether the PILOT program should stay in place.

A motion was made by Eddie Powell to adjourn. The motion was seconded by Marleene Calvin. The motion passed unanimously. The meeting adjourned at 3:40 pm.

Prepared by Chera Sbeit

Approved by Belinda Snow, Secretary

Memo To:
North Little Rock Senior Citizens Commission
From: Bernadette Gunn Rhodes
Memo Date: November 20, 2018

We have had some very busy weeks and some slower weeks this past month. The busy time centered around our Halloween party, which was a blast. 114 people came. We had lunch, entertainment, games and prizes, a photo booth and costume contest. Several members said it was our best party ever.

The slower time has been the last couple of weeks due to cold/rainy weather and the Thanksgiving holiday. We have been using the time to prepare for the Christmas Party on December 14th, 6:00-9:00 pm. The party will be Candyland-themed, so the staff is in full crafting mode. Tickets are \$15. I hope you will join us!

Average attendance in the last four weeks has been down 6% compared to the same period in 2017 and down 4% compared to the previous four weeks. We have been logging an average of 2,324 visits per week. We currently have 3,387 active members. Please see my Mayor's staff report for more data.

Our new weekend classes, Aqua Zumba and yoga, have been well attended.

Our budget has been reviewed by City Council. There was a budget review meeting on November 13th. Unfortunately, I was diagnosed with the flu that day, and the Mayor excused me from attending. I did not receive any follow-up questions about our budget.

On the facility end, our ballroom floor has been replaced! I am very pleased. New gallery furniture has been ordered. I received the fabric today to get our lobby benches reupholstered.

Regarding the water pooling on the roof above the west wall of the exercise room. The roofer, Ketcher, did not think this was causing the walls to get moist and the wallpaper to peel off. He recommended contacting McNutt, the water proofing company, to look at this issue, and said moisture might be seeping through the wall itself. However, Ketcher did see a few spots on the roof that needed repair and has sent a quote for that job (reinforcing flashing, solving the water pooling, and patching areas where seams in roof material are pulling apart). The contract is being finalized in Legal right now. I expect the repairs will be done before the end of the year.

I am still waiting on McNutt to come look at the moisture issue. I checked with the city on our building insurance. The deductible is \$10,000 and roof issues will only be covered if there is evidence of storm or other damage. Regular wear is not covered.

I have received quotes for a new kitchen refrigerator and gas range. The low quote is for \$9,127.66, delivered. This can be paid out of our remaining equipment budget.

Other outstanding issues are upgrades to our security camera system and the peeled wallpaper in the exercise room, which will need to be fixed once the moisture issue is solved.

Below is a summary of our upcoming events:

November 28th we will be taking approx. 10 volunteer who have reached service hour milestones out to eat at Layla's Mediterranean restaurant.

All December, the Arkansas League of Artists will be exhibiting paintings in the gallery. Their reception will be held Friday, Dec. 7th at 6:00 pm.

December 5th we will be having a larger version of our monthly vendor day in time for Christmas shopping. We will have food options and invite City and Library employees to come shop alongside members.

December 12th the Outreach Board is planning to have a half-day strategic planning retreat. However, we need two new board members to participate, replacing Barbara Kresse and Lee Brunson.

December 13th a volunteer is coming to teach a second Origami class. The first one was very popular with about 10 participants.

Friday, December 14th from 6:00-9:00 pm is our Hays Center Christmas party. We will have a catered dinner, DJ, and dancing. Tickets will be \$15.

I look forward to seeing you on November 26th, and wish you and your family a very happy Thanksgiving!

Patrick Henry Hays Senior Citizens Center and Mayor's Office of Volunteer Services
Monthly Report – October 2018

Member Statistics

- Our members logged 11,088 visits to the Hays Center (707 more than last month).
- 71 new members joined the Hays Center this month for a total of 3,387 active members.
- New member demographics:
 - 26 African American, 35 Caucasian, 2 Hispanic, 8 unknown.
 - The majority of new members were female (37 females and 34 males).
 - The youngest 5 members to join this month were 50. The oldest was 89.

Deposits

- \$3,075.00 in new member fees
- \$8,584.20 in renewal fees
- \$4,925.00 in rental fees
- \$ 835.00 in trip fees
- \$2,364.50 in lunch/event sales
- \$ 291.00 in other revenue
- **\$20,074.70.00 Total**

Staff

- Bobbie Bryant retired after 10+ years of service at the Willow House
- Hazel Lynch discontinued her employment at the Heritage House.

Activities

- Dr. Hacioglu was in the meeting room to discuss vein reflux disease
- Tourniquet Training for staff was held by Officer Cupps of the NLRPD
- The semi-annual Health Fair was held this month.
- Governor's Advisory Council held their quarterly meeting at the center this month.
- The Hays Center had a Halloween party with 114 tickets sold. We had lunch entertainment, games and prizes, a photo booth and costume contest.
- The Hays Center sponsored a beanbag tournament in conjunction with Carelink. We had 20 teams attend from all over the state.

Facility

- The sensor that controls the AV equipment in the ballroom when the wall opens or closes was giving us a lot of trouble. We had the sensor removed and put in button in the control closet instead. It works much better.
- We are improving our security camera coverage of the parking lot. Waiting on a quote for new and improved cameras.
- Carelink was in the computer lab to assist members in medicare supplement decisions.
- The projectors in our exercise room have been replaced by J Stanley.

- Remaining 2018 facility improvement goals:
 - Replace/reupholster gallery and lobby furniture (ordered).
 - Replace TVs in the workout area (Jagur, our Graduate Assistant, secured a \$750 grant from Walmart to buy TVs. The rest will be purchased as budget allows).
 - Replace 3-door refrigerator and gas range in ballroom kitchen (~\$9,200).

Trips

- We provided 18 trips, transporting a total of 146 people and collecting a total of \$880 in trip fees.
- Hays Center day trips went to Paris, Altus, Murray's Dinner Playhouse, Jacksonville, and Lakeport Plantation.
- The Red Hat chapter traveled to Conway.
- Public senior housing residents traveled to medical appointments (6 trips) and grocery stores (4 trips).

Rentals

- 8 paid rentals
- 1 co-sponsored rental for NLR Woman's Club Fall Follies
- Total income: \$3,275

Mayor's Office of Volunteer Services

- Hays Center volunteers reported 1,513 hours this month.
- Received 5 new volunteer applications.