



## **Advisory Board Meeting Minutes January 23, 2019**

**AB Members Present** Chris Clark, Richard Clark, Brenda Clausen, Max Derrick, Ed Houston, Sandra Jones, Jenny Martin, Erich Mille, Rod Young

**AB Members Absent** Pete Wright

**City Staff Present** Tricia Cooke, Director  
April Guss, Office Administrator Supervisor

**Guests Present** Heritage Senior Adults, Inc. Board of Trustees

**Call to Order** Rod Young called the meeting to order at 10:03 am and welcomed everyone

**Minutes** November 28, 2018 minutes were approved on a motion by Erich Mille and seconded by Jenny Martin

**Special Recognition** Recognize the new Board members – Max Derrick and Sandra Jones

**Citizen Comments** None

**Committee Reports** None

### **Unfinished Business**

- A. Center Shirts  
Please continue to promote the Center shirts that feature the new slogan “Enjoying Life.” Cost will still be \$25.
- B. Thursday Evening Front Desk Coverage  
The schedule was reviewed, and everyone was okay with their scheduled time.

### **New Business**

- A. Review and Approve Bylaw Changes  
Changes were made and will be approved at the next Board Meeting.
- B. Fire Police Appreciation Week  
Center staff decided to extend the invitation to be the whole week instead of just three days in hopes that the shifts will all be covered. Concern was brought up about the cost. We will compare the number of invitations sent out against the number in attendance and if the donations will cover the meals or if we need to request more donations next year. The fire/police will serve themselves; Board members will greet them and ensure there are filled water pitchers at their tables. Rod and Ed will visit the stations the week prior.



## MURRAY SENIOR RECREATION CENTER

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- C. Booth for Police Health and Safety Fair – August  
Kathy Houston will be the committee lead on this and will report each month. Both boards will need to provide support for the booth. Rod Young offered to talk with a contact and obtain donated taffy to have at the booth. Tricia Cooke stated that about 1200-1500 individuals attend the fair.
- D. Lunch Cashier Help Wanted  
April Guss has a calendar in her office that lists the days that volunteers are needed to help cashier the lunches. Please check your schedule and see if you are available to volunteer.

**Board of Trustee Comments** – Kathy Houston recognized Shirley Meier who was serving on the Board of Trustees and passed over Christmas. Shirley will be greatly missed by all at the Center.

**Board Comments** – Ed Houston asked to be provided the telephone numbers for the fire stations to make delivery of the cookies and reminder posters easier.

**Director's Report** – Director Cooke reported that our Volunteer meeting is intended to be an annual meeting. The City was thrilled with the meeting as it was the first offered in the City and they hope that other departments will make the same offerings with their volunteers. It was important to give direction, ask the volunteers to not pigeon-hole themselves, remind everyone to be aware of potential liabilities and to be safe in their volunteering, and to remember to do things the Center way and not their own way. We can never have too much training. We hope that next year we might discuss small first-aid in how to deal with falls, cuts, and bruising.

The next regular board meeting will be held on **February 27, 2019 at 10:30 am**. There being no further business, the meeting adjourned at 11:12 am on a motion by Ed Houston and seconded by Jenny Martin. Minutes recorded by April Guss.