

Montpelier Senior Activity Center
Advisory Board Meeting Minutes
March 12, 2015

Present: Chair, Tina Muncy; Director: Janna Clar; MSAC Program Coordinator: Dan Groberg ;
Board Members: Fran Krushenick, Liz Dodd, Whit Dall, Sylvia Kingsbury, and Sue Stukey;
visitors and prospective Board Members: Bob Barrett and Bill Doelger; guest: Architect, Jessica Thyme.

Meeting called to order at: 1:32 pm

1. Minutes were accepted with minor amendments.

2. Comments from members and questions re: Director's written notes.

Comments heard:

- Coat hooks too high in Activity Rooms. (May have lockers soon.)
- Tennis going strong
- Slide shows getting positive reviews, with new and repeat attendees. Tina is keeping a list of potential presenters for next winter.
- Some complaints received re: high price of fundraising dinners. Prom is priced at only \$10.
- Wonderful music played at Fitness Center in Berlin recently.
- Nice to see public notices about the Memory Café.
- A new donor is interested in "Donor Dinners" (different from a Fundraiser).

3. AV Plan: Janna presented an estimate for a Flat Screen TV installation. Discussion ensued regarding benefits and difficulties of using a large Flat Screen TV versus a Projection Screen that drops down.

***MOTION A:** 1. Whit Dall; 2. Liz Dodd: "Moved that the MSAC spend \$500 for another estimate re: cost of a ceiling installation with a good pull-down screen. **Passed.**

4. Jessica Thyme, Architect was introduced. She spoke about plans for the Community Room Partition Project. Discussion followed re: Expenses involved in soundproofing the Arts and Crafts space with a glass partition over the sink (\$3,700) and 2 retractable partitions costing \$18,070.

Issues raised: Ventilation, sink use, maintenance on folding doors and wear and tear without having a closed box storage area.

2:40 pm Break

5. Partition: AV Presentation by Jessica Thyme. Discussion and Comments:

A good space, want to make it the best we can, including the glass divider as we often get noise complaints. Partitioning off the Arts area creates great flexibility in the use of other rooms. Lighting and ventilation may be an issue.

MOTION B: 1. Whit, 2. Fran: “Moved that we proceed with the plan for partitions:
A (partitions), B (Kitchen) and C (glass partition)” **Passed**

RFPs should include boxed in door storage and cost to move or remove door to Resource Room.
Also a Fresh Air Exchange of some sort. (We are applying for a Facilities Grant).

6. Bill Doelger was introduced and spoke of the need for a Long Term Planning Fund.
The past fund was started 30 years ago, and had grown sufficiently so that it was available to help with restoration of the building after the fire in December 2009. Now close to depleted.
We need to create an “inaccessible fund” either through the city or as part of a MSAC “Friends” 501.c.3, with set parameters for use. Such a fund always strengthens an organization

How:

1. Interested individuals contact city for seed money and approval to establish 501c3. OR
2. Do it on our own (citizens) without city involvement.

Concerns raised:

- Might interfere with active fund-raising at MSAC.
- Response: Perhaps, but for a worthy cause.
- A 501.c.3 has its own Board, and has set up fees.
- Some concern that folks will ask why they should contribute to such a fund if we are “part of the city”.
- We will need to make clear the reason for the fund.
- Will need some “investment savvy” Board members.
- Need to decide how funds will be managed.

Cautions raised by Janna:

- City is in the middle of investigating their own fund policies, continuing through May/June.
- We need to educate our own members re: various types of fund raising.
- Better to wait for now and leave our Jackman monies with the city.

Discussion:

We will keep the Endowment Process effort in process. Bill will help find several members who would be willing to serve on a 501.c.3 Board, and research the process so we’re ready to go when the time is right. (Whether or not this includes the Jackman Fund).

Unofficial Motion: That Bill will continue to move forward with investigation of creating a 501.c.3 and Board.

7. FEAST Finances and concerns discussion:

Recent increase in requested donation was perhaps too great as donation average amount has dropped for meals at MSAC. Question: Is FEAST sustainable? Still remains a great social value

for participants and volunteers. Lots of turnover at Just Basics, though volunteers are fairly steady. The New Director has relevant background and seems to have good potential.
FEAST Discussion continued:

Just Basics will be writing their budget this spring and it would be helpful for our Boards to meet and work together. (Discuss this at our meeting in June).

Feast meals at MSAC will likely close for a couple weeks in the summer, but Home Delivered Meals will continue. Community feedback has been very supportive.

Funding:

- Don't want to encourage competitive funding
- The comprehensive picture is more effective in Funding, both with grants and individually. (Dan)
- FR Committee did approve an appeal letter...needs to report to the Board next time.
- FEAST Board meeting: Need an MSAC Board member to attend. Janna will send out the date.
- Discuss at Annual Meeting? Is FEAST worthwhile? Need to find the right questions to ask, at our May meeting.

8. ITEMS FOR MAY 14 MEETING:

- June Newsletter: create FEAST questions and publish.
- Staff create a survey, share with Board.
- Janna reports all 6 Board Candidate slots are filled.
- Please respond to Janna's suggestion re: pro-rated dues for those joining after March. (Not this year, but perhaps July 2016)

9. ANNUAL MEETING: JUNE 23

Old Board meets at 10:00 am

New Board meets at 2:00 pm (?)

(Need to plan some sort of welcoming for new members.)

Meeting Adjourned at 4:11 PM.

Respectfully submitted,
Sue Stukey, Secretary