

Montpelier Senior Activity Center
Advisory Board Meeting, January 8, 2015

1. Meeting was called to order at 1:34 pm

Members present: Tina Muncy (Chair), Whit Dall, Fran Krushenick, Janet Ressler, Sylvia Kingsbury, Sue Stuke, Liz Dodd, Susan Torchia and Director, Janna Clar.

Members absent: Jane Osgatharp

2. Minutes of meeting on November 13 were approved as written. Written Report from Director, Janna Clar available.

3. Comments from the Field:

- a. Tennis: Good and happening
- b. Parking Issue: Tenant and Member tension regarding parking spaces. Janna spoke with Montpelier Housing Authority Director, Joanne Trioiano, who sent a memo to all tenants that they were not to disrupt classes at any time, but come to the office with any issues. There are more tenant spaces than tenants.

4. Fundraising in Other Towns:

- a. Plainfield: Missed town funding deadline last year, and our request was voted down after petitioning to be on ballot. We will not ask again next year. There is some tension between MSAC and new Twin Valley SC. Leaders will be meeting together soon around issue of Senior Nutrition and will talk about issues. The more services the better! Janna would like to talk with Twin Valley Board to help build awareness that funding is important for the wide variety of services provided by all of our Senior Centers.

5. Committee Reports: (meet 1 x a quarter)

- a. Finance: no report
- b. Program: no report
- c. Fundraising: Janet Ressler reported FR Co is trying to re-define "fundraising" and show that there are many ways to participate, rather than just "asking" for money. "Fundraising" includes:
 - 1.) Identifying Potential Major Donors
 - 2.) Writing personal notes
 - 3.) Introducing donors to the MSAC
 - 4.) Direct Asking
 - 5.) Writing Thank you letters.

We agreed: We need to know specifically for what we are raising money...why we are asking. Need a graphic, visible description/statement of what we are fundraising for. As a department of the city, should we be raising money at all? Need to know why.

This year's planned fundraising includes: 1. Grants: Need to coordinate Grants with Dan so that we are not asking twice. 2. A Fall appeal to general membership and 3. A Major gift campaign

Next Year:

Planning a Major Gift Campaign in February 2016, then a general appeal in Fall 2016 through December 31, plus various events (rummage sale, prom, art sale, etc.)

D. Discussed Board Member Responsibilities: Meetings, Committee Service, Fund Raising Support, and Volunteer Support. We agreed we need a description of Board; and what it means to be on an "Advisory Board". (Tina and Liz Dodd) Members asked to fill out voluntary "Board Fundraising Agreement" and return at next meeting.

E. Update on Room Partitions and AV equipment: (Janna)

1. Wall Partitions: \$19,000 - \$50,000
2. Other needs:
 - a. Lockers near bathrooms
 - b. Cross wall
 - c. Acoustic improvements upstairs
 - d. Estimates needed on dividers, then put out to bid, then approved.
 - e. AV Equipment

F. Board Member Recruitment

- 1: 6 people needed, Janna will send us the "draft description". Chair, Tina Muncy will be stepping down from the Advisory Board.

G. City Council/Jackman Fund Update and Discussion:

1. Challenge of how to handle gift: New 501.c.3: "Friends of the MSAC"?,
2. More we have, less we'll get from the city?

3:45 pm: Former MSAC Chair, Bill Doelger joined the meeting. He advised strongly that we need a long-term endowment. The current fund was set up years ago. Most of it was used appropriately to rebuild after the fire. Now, need to accumulate funds over time for future needs. People are willing to give larger gifts for long-term use and growth. Need a clear choice where \$ goes. (Not for current projects). It will encourage Planned Giving among our members.

The City has a good history with MSAC. The Jackman funds were not given with any particular direction for their use. He advises a separate account, or a separate account within the City, with clear, written guidance on when it is used. City is setting up an "investment policy Committee. Bill doesn't see any sense in taking the Jackman Fund from the city.

Motion: 1. Sue Stukey 2. Fran Dodd "Sr Center will not go to the Council with a request for the Jackman Fund or create an endowment fund on January 14, 2015." (Passed unanimously?)".

Members were reminded that our continued presence at Council Meetings is always a good idea and we can also talk directly to Council Members. Later on we may request an "endowment fund" separate from the Jackman Fund. Our current endowment was created by Dan Lorinovitch in ????.

The City has currently cut \$14,000 from its budget. We should receive approximately \$8,000 a year in interest from the Jackman Fund in the future.

Item for next meeting: Discuss Council and Endowment again.

Next meeting: March 12, 2015 1:30 pm

Meeting adjourned at 4:30 pm

Respectfully submitted,

Sue Stuke, Secretary