

ADVISORY BOARD
SPECIAL MEETING
OCTOBER 13, 2014 at 4:00PM

Present: Val Buckley, (Director/ex Officio), Mary Burlinson, Cheryl Constand, Sharon Cregeen (Chair), Maryellen Diana, Anne Fiyalka, Joan Kirk (ex-officio), Eric Lawton, Kay Oestreicher (ex-officio)

Absent:, Vince Capprio , Prabha Gupta (Secretary), Eunice Hanson, Dr. Sal Santella

Guest: Adam Dunsby

Meeting was called to order at 4:05pm.

Minutes were read. A motion was made by Sharon to accept the minutes as amended. Mary seconded the motion. Motion passed.

OLD BUSINESS:

1. Maryellen said both Boards' response to her request for providing refreshments or setting up/cleaning up has been great for the 25th Anniversary Celebration on October 25.
2. The soup making as a fundraiser begins tonight, October 14. Sales start tomorrow, October 15. Eric raised the question of the Senior Center being sued if someone became ill from the soup and whether this liability made it worthwhile to make soup. Val informed the committee that we have a license from the Board of Health as well as Val holds a SavServe certification license (by examination).
3. Maryellen passed out a flyer detailing the Holiday Boutique schedule and categories items for sale. Set up will be on November 3 and the sale will begin on November 5. Poinsettias and cemetery arrangements will be included in December.
4. Christmas wrapping, chaired by Cheryl and Mary B. , will begin on Dec. 1.
5. Parking Area and Road Construction: Adam informed the committee that the road and parking construction has been delayed due to three Public Works employees being out due to injuries. Also the guard rail which will be placed on the edge of the newly constructed bypass road is on order. Hopefully, the work will continue next week.
6. It was suggested that once the construction is completed, that the occupants of the building have a discussion to determine the most efficient parking spaces for each tenant.
7. Eric mentioned that Vince Capprio will not be able to serve on the Advisory Board because of his tight schedule. The Board requested that Vince send a formal letter of resignation to Adam Dunsby.
8. Discussion was raised, if there is no quorum, is it necessary to take minutes. The requirements for minutes will be checked by reviewing Robert's Rules of Order, as well as Town procedures.
9. Sharon made a motion to approve the purchase of a rosebush as well as a plaque in memory of Marilyn Santella, a long time Advisory Board Member who recently passed. Eric raised the issue

of plaques becoming burdensome if the Center set a precedent for honoring passing seniors. He has had this issue at his yacht club and with the Boys and Girls Club. Duly noted that she was a Board Member and that such a memorial wasn't done for all seniors who passed. The motion was seconded by Mary Burlinson. Motion was passed.

NEW BUSINESS:

1. The new STEAP GRANT application will be sent in in November. Adam felt that since he is responsible for signing the application it was unnecessary for him to also send a letter of support.
2. The Advisory Board meetings are regularly held on the second Tuesday of the month, but due to Veteran's Day, the November meeting will be held on Tuesday, November 18.
3. The volunteer luncheon in honor of our many volunteers will be held on November 10 at the Rustic Grille.
4. There will be a Holiday Luncheon at the Spinning Wheel on December 9.

Sharon made a motion to adjourn. Cheryl seconded . Meeting adjourned at 5:11pm.

Submitted by:

A handwritten signature in cursive script, reading "Kay Oestreicher". The signature is written in dark ink and is positioned to the left of a vertical line.

Kay Oestreicher for Prabha Gupta