

Minutes

The Advisory Board for Easton Senior Center

Special Meeting – July 30, 2019

Town Hall Conference Room A

Present: Mary Ann Freeman; Althea Falco; Prabha Gupta; Eunice Hanson; Anne Fiyalka; Val Buckley; Joan Kirk,

Excused Absence: Sally England; Shirley Gura; Sal Santella; Beth Ross; Randy Shapiro.

Invited Guests: First Selectman Adam Dunsby; Chief Financial Officer Christine Calvert; Easton Senior Center, Inc. President, Ronald Berry; Easton Senior Center, Inc. Treasurer, Juliette Berry.

1. Mary Ann Freeman called the meeting to order at 3:35 p.m.
2. This special meeting was convened in order for both entities, i.e., The Advisory Board for Easton Senior Center and the Easton Senior Center, Inc., to understand the responsibilities of each board and to discuss financial procedures involving classes, services, and events held at the Senior Center. Ms. Freeman read the Specific Purposes as stated in the By-laws of each organization. Senior Center staff are employees of the Town of Easton. They schedule all events, classes and services, hire the necessary staff and supervise the volunteers. Funds are collected and given to the Easton Senior Center, Inc. for payment to instructors and event venues. Monies collected from tag sales, boutique sales, or silent auction events also are given to the Easton Senior Center, Inc. Town of Easton budgeted funds are used solely for the day to day operation and maintenance of the Senior Center and are not co-mingled with money turned over to the Easton Senior Center, Inc. The Easton Senior Center, Inc. will pay for a financial audit to be performed. Ronald Berry, Easton Senior Center, Inc. Board Chairman, distributed forms to be used for recording the daily proceeds from the various sales and class activities and a weekly summary.
After a lengthy discussion, the current procedures followed by staff and volunteers of the Easton Senior Center will be reviewed and systems to assure fiscal accountability by all parties will be used. Communications between the two agencies will remain open.
3. Althea Falco moved to adjourn the meeting. Anne Fiyalka seconded the motion. Motion carried unanimously and the meeting adjourned at 4:45 p.m.

Submitted by Althea Falco, Secretary.

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