

MINUTES OF THE SENIOR CITIZEN ADVISORY COMMITTEE

Monday, March 10, 2003

Location: Senior Center, 270 Scott Street, Paso Robles

CALL MEETING TO ORDER

Chairperson Dutra called the meeting to order at 1:30 p.m.

PLEDGE OF ALLEGIANCE

Member Velten led the Pledge of Allegiance.

ROLL CALL

Present: Helen Dutra, Virginia Harris, Dolly Bader, Dell Velten, Dale Gustin, Renee' Clark and Dorothy Worden
Absent: Velta Williamson and Ed DeBarbelaben
Staff present: Barbara Partridge, Judy O'Neal and Dottie Enright
Staff absent: Charlotte Gorton
City Council absent: Mayor Pro Tem Heggarty
Guests: Ann Quinn, Paso Robles Press
Joe Dutra and Courtney Trisler

PUBLIC COMMENTS - None

PRESENTATIONS - None

CONSENT AGENDA

1. Member Velten, seconded by Velten, made a motion to approve the Minutes of the February 10, 2003. Motion passed by a unanimous vote.

NEW BUSINESS

2. **Sam Ayeroff Meditative Garden**
Member Velten, seconded by Gustin, made a motion to table this item to a future meeting for further discussion. Motion was approved by a unanimous vote.
3. **Senior Endowment Fund Report** - Table to April 14 Meeting
Director Partridge, advised that DaLee Canaday, Recreation Coordinator, resigned as of Friday, March 7, 2003
4. **Senior Citizen Picnic** - Comments noted and filed

5. **Health Fair and Open House**
Member Velten, seconded by Harris, made a motion to change the date of this event from September to October 4, 2003 from 10 am to 2 pm. Motion passed by a unanimous vote.

OLD BUSINESS

6. **Senior Monthly Newsletter** - Comments noted and filed
7. **Senior Activity Update** - Comments noted and filed
8. **Automatic Door Opener Update** - Comments noted and filed

ADVISORY COMMITTEE COMMUNICATIONS - Comments noted and filed

CITY COUNCIL COMMUNICATION - Absent

RECREATION SERVICES MANAGER COMMUNICATION

Director Partridge on behalf of Charlotte Gorton - Comments noted and filed

UNSCHEDULED MATTERS - Comments noted and filed

ADJOURNED

Member Velten, seconded by Harris, made a motion to adjourn the meeting at 3 p.m. Motion passed by a unanimous vote.

The meeting was adjourned to next month's regular meeting on Monday, April 14, 2003 at 1:30 p.m. at the Senior Center, 270 Scott Street, Paso Robles.

THESE MINUTES ARE NOT OFFICIAL NOR A PERMANENT PART OF CITY RECORDS UNTIL APPROVED BY THE CITY COUNCIL AT THEIR NEXT REGULAR MEETING

Respectfully submitted by Secretary Worden and Staff Assistant O'Neal

Senior Citizen Advisory Committee Minutes of 3/10/03

INFORMATIONAL MEETING NOTES

To: Senior Citizen Advisory Committee
From: Barbara Partridge, Director
Subject: **Notes from the March 10, 2003 Meeting**
Date: March 11, 2003
Copies: Staff

3. **Senior Endowment Fund Report**

Director Partridge, advised that DaLee Canaday, Recreation Coordinator, resigned as of Friday, March 7, 2003. Since this is a personnel matter, there was no discussion. Will have a report at the April meeting.

4. **Senior Citizen Picnic**

Committees and responsibilities for this event were established:

- Date is Saturday, May 31, starting at 11:30 a.m. at the Senior Center. Cost is \$6 per person.
- Theme - Greatest Generation with Tom Brokaw as a special guest. Bader will ask since she is related to Mr. Brokaw.
- This is Older American month, May Day, so the decorations should be red, white and blue with flowers, bunting, balloons, etc. We need a Decorating Committee.
- Member Gustin will be in charge of the barbecue crew and the bread.
- Menu is for 175 people and served at 12:30 p.m.- Barbecue tri-tip meat, tossed green salad, beans and SLO Sourdough bread, salsa, and strawberry shortcake from the Culinary Arts. Drinks will be sodas, coffee and water. We need plastic and paper products from Smart & Final.
- Member Clark will be on the Food Committee and work with the Senior Nutrition Program to get the salsa, beans and salad donated.
- Music to be from 12 to 1 pm. A recommendation was made for the strolling Barbershop Quartet. Member Bader also recommended the Paso Robles High School Jazz Band since they did not get to play at the March 6 Thoroughly Fun Thursday event. It was the consensus of the Committee, to go with the Paso Robles High School Jazz Band. Bader will get the telephone number for the Director to apologize for the March 6 mishap and invite them to perform and barbecue at the Senior Picnic. Member Gustin said they normally take donations.
- Recognition will be shown for:
 - The newly wed married couple,
 - Queen and King of the Senior Barbecue, and
 - Senior Citizen of the Year.
- Donation letters –
 - Chairperson Dutra will write letters to the new Paso Robles Food for Less Store asking the owner to donate the tri-tip meat. This would be good publicity for the grand opening. Member Gustin offered to deliver the letter to the owner at a City Council meeting.

- We need another letter to Target Store asking for volunteer help, like they did last year. Chairperson Dutra will get letters to Judy to put on REC, Inc. letterhead regarding a non-profit group for the donations.
- We need a Publicity Chairman.
- Director will ask Rose to help with this event.
- Members Gustin, Harris, and Dutra volunteered to help set up for the event.
- Decorations - Members Harris and Dutra will help with the decorations.
- Tickets - We can sell advance tickets at the senior center and at the door the day of the event.
- Put on April agenda to follow-up on responsibilities.

5. **Health Fair and Open House**

Discussion:

- This event is Saturday, October 4, 2003 from 10 am to 1 p.m. at the Senior Center.
- Chairperson Dutra is working with various vendors to participate. We need to notify all vendors at least 4-5 months in advance and if they need tables and chairs. Dutra will also ask the Braille Institute to bring their trailer to put in the parking lot.
- Refreshments - We can serve muffins in the morning with fruit and vegetable trays in the afternoon which is healthy. Individual vendors may have handouts and treats at their tables.
- Member Clark will check with Senior Nutrition to participate.
- Utilize all rooms in the Senior Center.
- Veterans – Bill Simpson or a representative to attend. Harris will check on this.
- We need door prizes and raffle off during the event.
- Members to give update in April.

OLD BUSINESS

6. **Senior Monthly Newsletter**

Feed back from Senior Citizen regarding their monthly newsletter:

- No good comments have been received. Senior receptionist is writing all comments regarding the newsletter through the Paso Robles Press.
- We promote seniors to buy their membership and they receive their monthly newsletter. Now they are asking where is my \$5/year dues going if the Paso Robles Press is doing it free?
- Senior Citizens and City are concerned about the article running in to the next page with conflicting opinions posted. We do not want the public to think the Senior Citizens or City endorse these opinions since these articles are printed together.
- We are reviewing the idea of getting a sponsor to defray the \$500/month cost of the newsletter. Member Velten suggested getting business card sponsors and you can add their business card to the newsletter for advertising.
- Director said the City entered into a three-month trial-basis in printing the newsletter in the Paso Robles Press. We need to review other options and will discuss at the April meeting.
- Also discussed the old address labels that had the membership expiration date near the participants name. We need this added back to the mailing labels. Director will

talk with Rose since she has worked on the newsletter and will give an update at the April meeting.

- Put item on the April Agenda for update and further discussion.

7. **Senior Activity Update**

- March 7 – Dance: Member Gustin said it was the best attended dance yet and a good job done by recreation staff, Annelyse Lemons and Debbie Shannon. Director asked the old guard to go back to working the monthly dances. Chairperson Dutra and Bader will work the next dance.
- March 6 - Thoroughly Fun Thursday: canceled. Dolly received a complaint from the Paso Robles High School Jazz Band because they were notified at the last minute. Member Harris will continue to get treats for this event. Director will ask Rose to help coordinate this event. We will continue with this event for the rest of the month.
- Chairman Dutra and other members do not feel it is necessary to have a hostess work the front desk, or supply cookies and coffee in the afternoon at the senior center. After lunch is over and by 1 p.m. the senior center slows down. Albertson's donates day-old bakery products and Member Harris picks them up for the senior center. After discussion, Director is recommending we do not supply coffee or treats after 1 pm, except on Thoroughly Fun Thursdays.

8. **Automatic Door Opener Update**

- Director talked with Doug Monn, City Building Official, the new automatic door opener should be installed within 7-10 days.

ADVISORY COMMITTEE COMMUNICATIONS

- Director advised the day-to-day operation at the Senior Center may be rocky for awhile without a Recreation Coordinator, but recreation staff will fill in to have someone at the center from Monday through Friday, 8-5 pm. Director will try to hire part-time, recreation staff to fill in for senior special events.
- Director will try to organize a tour of the new Public Safety for the Committee.

UNSCHEDULED MATTERS

- Chairperson Dutra asked if the senior center has preparations in case of a terrorists attack? Director advised the City does have a disaster plan. City facilities will be used as shelters for the public. Director will invite Ken Johnson, Emergency Services Chief, to do a presentation at a future meeting.