

Simi Valley Council On Aging (COA) Monthly Meeting

Agenda

Monday, June 8, 2015

1:00 p.m.

Simi Valley Senior Center

3900 Avenida Simi, Simi Valley, CA 93063

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Agenda Review
4. Approval of Minutes
5. Report of COA Chair
6. Representative Reports
 - A. City Council Liaison
 - B. Deputy Director/Community Programs and Facilities
 - C. Senior Services Manager
 - D. Ventura County Area Agency on Aging
 - E. Simi Valley Transit
 - F. Task Force On Homelessness
7. Presentations
 - A. Volunteer of the Month
 - B. Ventura County Area Agency on Aging
8. Public Statements

This is the time reserved for citizens who wish to make public statements or comments on items within the subject matter and jurisdiction of the COA.
9. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
 - A. Officer Reports
 1. Vice Chair
 2. Treasurer
 3. Corresponding Secretary
 - B. Liaison and Program Manager Reports
 1. Speakers Bureau Program Manager
 2. Senior Share Liaison
 3. Housing Liaison
 4. Lifeline Liaison
 5. Meals On Wheels Liaison

Council On Aging Mission Statement

The mission of the Simi Valley Council On Aging, an advisory body elected by senior citizens and appointed by the Simi Valley City Council, is to identify the needs of senior citizens in this community. The Council On Aging serves as an advocate to support programs and services providing seniors with maximum independence, safety, and quality of life.

- C. Ad Hoc Committee Reports
 - 1. Dance Committee
 - 2. Wellness Expo Committee
 - 3. Finance Committee
 - 4. Stars and Stripes Committee
- 10. Continued Business – None.
- 11. New Business
 - A. Discussion/ Action on the allocation of up to \$3,200 to purchase a commercial freezer for the Senior Share program.
 - B. Discussion/Action on a supplemental budget request of up to \$22,000 in additional funds to add another hot meal route to the Meals On Wheels program.
- 12. Announcements of Upcoming Events
 - A. COA Dances, Friday, June 12, July 10, August 14 & September 11, 7:30 to 10:00 p.m.
 - B. Stars & Stripes Social, Saturday, July 18 12:30 to 3:00 p.m.
 - C. Bingo Bonanza, Saturday, September 12, 9:30 a.m. to 3:00 p.m.
- 13. Suggestions of Agenda Items for the September 14, 2015 meeting
- 14. Adjournment

/s/
Rob Bruce
Deputy Director/Community Programs & Facilities

If any individual has a disability that may require accommodation to participate in this meeting, please contact the Simi Valley Senior Center at (805) 583-6363. Upon advance notification of the need for accommodation, reasonable arrangements will be made to provide accessibility to the meeting.

DRAFT MINUTES

1. Call to Order and Pledge of Allegiance – Chairperson Toni Olson called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance.
2. Roll Call – Members present were Jean Cecil, Barbara Durham, Fred Goldberg, Sharon McCann, Toni Olson, Kenneth Sinn, June Marie Von Osinski and John H. Williams.
3. Agenda Review – By consensus of the Executive Board, the agenda was approved as presented.
4. Approval of Minutes - The minutes of April 13, 2015 were approved by a consensus of the Executive Board.
5. Report of COA Chair – Chair Toni Olson thanked the members who staffed the COA booth at the Street Fair. She also informed members that the month of May is Older Americans Month. She told members she will be out of town for the June 8 COA meeting and that Vice Chair Barbara Durham would be acting Chair.
6. Representative Reports
 - A. City Council Liaison – Council Member Mike Judge announced that the sewer rate increase was approved at the last City Council meeting. He also informed members that a housing complex that is completely powered by electricity is proposed for a site along Erringer Road. He also said the Simi Valley Town Center movie theater is now scheduled to open in August.
 - B. Deputy Director/Community Programs and Facilities – No Report.
 - C. Senior Services Manager – Laurie Dickinson expressed her gratitude for the City Council's decision to allocate \$25,000 to Senior Concerns. She explained to members that Senior Concerns provides a social worker on site each week and it also sponsors several well attended seminars each year. It will also be offering transportation from the Senior Center to its Adult Day Center in Thousand Oaks a couple of times a week. Ms. Dickinson also invited members to the May 18 Older Americans Month celebration and explained that seniors over ninety would be served a complimentary lunch paid for by the COA.
 - D. Ventura County Area Agency on Aging Representative(s) – No Report.

- E. Simi Valley Community Council – No Report.
 - F. Simi Valley Transit – No Report.
 - G. Task Force On Homelessness – No Report.
 - H. California Senior Legislature – No Report. Barbara Durham announced that our representative Bill Witt is relocating to University Village in Thousand Oaks.
7. Presentations
- A. Volunteer of the Month – Leta Smith was honored for her service selling coffee cups in the mornings at the west entrance.
 - B. Drought Update – Joe Deaken, Assistant Director of Public Works, gave an overview of the drought and its impact on the City of Simi Valley water supply. He explained there are mandatory reductions and if they are not met, financial penalties will be put into place. He said the City of Simi Valley has already reduced the number of times a week they water and encouraged members to go to www.waterwise.com for information on how they can conserve.
8. Public Statements – Toni Olson announced that there will be a rally to support law enforcement on Saturday, May 16 from 10:00 a.m. until 2:00 p.m. at the corner of Alamo St. and Tapo Canyon Rd.
9. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
- A. Officer Reports
 - 1. Vice Chair – No Report.
 - 2. Treasurer – Sharon McCann reported that the new sound equipment for the MPR, funded by the COA, will be installed over the Memorial Day weekend.
 - 3. Corresponding Secretary – Ken Sinn announced that the COA had received a thank you letter from the Drama Club for the new sound system.
 - B. Liaison & Program Manager Reports
 - 1. Speakers Bureau Program Manager – No Report.

2. Senior Share Liaison – Joe Beautz reported that Senior Share is presently distributing 105 bags of food per week.
3. Housing Liaison – Judy Pepiot described the Home Share program. She added that it was open to individuals looking to rent a room and those wanting to find a room to rent, of all ages, not just seniors. She also called members' attention to a handout on products for seniors available from Livability, an independent living consultation company.
4. Lifeline Liaison – No Report.

Meals On Wheels Liaison – Ed Mazeika reported that the program is delivering meals to 155 clients and there were a total of 2,880 meals delivered in April. He also informed members that the City has requested additional funding from the VCAAA to add another route to accommodate more people.

C. Ad Hoc Committee Reports

1. Dance Committee – Jean Cecil announced that the May 8 Cinco de Mayo dance hosted 57 guests and 95 raffle tickets were sold.
2. Expenditure Priorities Committee – Barbara Durham explained that the committee was formed in October to solicit proposals to spend available funds in the amount of \$70,000. She gave an overview of the proposals submitted and told members the committee approved almost all of them. It did not approve automatic doors for the restrooms in the west hallway or the purchase of new tables and chairs for the Multipurpose Room. She explained the committee determined there are already sufficient restrooms with automatic doors, and that purchasing chairs that will please every senior is unlikely. The Senior Center has requested funding to replace the tables in next year's City budget. Ms. Durham explained the members would vote on the proposed expenditures later in the meeting.
3. Wellness Expo Committee – Barbara Durham reported that \$16,850 has been raised, less \$800 in expenses, for the May 20 Expo.
4. Finance Committee – No Report.

10. Continued Business - None.

11. New Business

- A. Appointment of Antoinette Olson as the Chair of the Speakers Bureau.

By consensus of the Executive Board, Toni Olson was appointed as the Chair of the Speakers Bureau.

- B. Discussion/Action on the adoption of the COA 2015/16 FY budget.

A motion was made by Barbara Durham and seconded by Fred Goldberg to adopt the 2015/16 budget as presented.

Audience	23 Ayes	0 Noes	0 Abstentions
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Board	7 Ayes	0 Noes	0 Abstentions
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The motion passed.

- C. Discussion/Action on the allocation of up to \$600 to purchase six enlarged print keyboards for the visually impaired to use in the computer lab.

A motion was made by June-Marie von Osinski and seconded by Barbara Durham to approve the allocation of funds for items C. (allocation of up to \$600 to purchase six enlarged print keyboards); D. (allocation of up to \$4,500 to purchase new video projectors); E. (allocation of up to \$17,000 to purchase microphones and a new sound mixer); F. (allocation of up to \$3,500 to tint the windows on the patio, ceramics, and arts and crafts rooms); and G. (allocation of up to \$8,000 to install hearing loop systems in rooms 106/107 and the media room).

Audience	23 Ayes	0 Noes	0 Abstentions
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Board	7 Ayes	0 Noes	0 Abstentions
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The motion passed.

12. Announcements of Upcoming Events

- A. Older Americans Month Celebration on May 18, 10:30 a.m. to 1:00 p.m.
B. Wellness Expo on May 20, 8:00 a.m. to 12:00 p.m.
C. Strathearn Park Garden Party, May 31, 2:00 p.m. to 5:00 p.m.

13. Suggestions of Agenda Items for the June 8, 2015 meeting – None.

14. Adjournment - Meeting adjourned at 2:20 p.m.

Council on Aging
Balance Sheet *
As of June 2, 2015
Jun 2, 15

ASSETS

Current Assets

Checking/Savings

Bank of America Checking

Drama Club 822.28

Bank of America Checking - Other 6,768.62

Total Bank of America Checking 7,590.90

Bank of America Maximizer 143,527.92

SVSS Endowment Fund 16,219.43

1040 · Petty cash

1041 · Cash Drawer 297.99

1042 · Dance Cash Drawer 100.00

Total 1040 · Petty cash 397.99

Total Checking/Savings 167,736.24

Total Current Assets 167,736.24

TOTAL ASSETS 167,736.24

LIABILITIES & EQUITY

Equity

Activities 96,769.50

Discretionary 24,533.29

LifeLine 1,317.68

Meals On Wheels -12,055.55

Reserve 41,806.27

Services & Programs -1,559.11

3001 · Opening Bal Equity 13,402.95

3010 · Unrestrict (retained earnings) 16,374.57

Net Income -12,853.36

Total Equity 167,736.24

TOTAL LIABILITIES & EQUITY 167,736.24

Council on Aging
Profit & Loss Budget vs. Actual
July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	7,262.24	12,200.00
4015 · Business Contribution	2,741.40	5,000.00
Total 4 · Contributed support	<u>10,003.64</u>	<u>17,200.00</u>
5 · Earned revenues		
5310 · Interest-savings/short-term inv	19.89	0.00
5340 · Other investment income	19.96	
5450 · Advertising revenues	2,725.00	2,900.00
5490 · Miscellaneous revenue	25,905.16	14,655.00
5560 · Tickets	19,165.00	12,380.00
5570 · Drawings	2,534.00	1,070.00
5580 · Table Reservations	14,526.00	12,990.00
Total 5 · Earned revenues	<u>64,895.01</u>	<u>43,995.00</u>
Total Income	74,898.65	61,195.00
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	9,225.00	9,325.00
Total 7200 · Contracted personnel services	<u>9,225.00</u>	<u>9,325.00</u>
8100 · Non-personnel expenses		
8110 · Supplies	9,236.70	11,210.00
8112 · Food	1,259.96	200.00
8115 · MOW Program Expense	1,471.20	30,000.00
8120 · Advertising	0.00	550.00
8125 · Video Rentals	189.09	300.00
8160 · Equip rental & maintenance	4,638.39	4,000.00
8165 · Equipment Purchase	49,495.65	0.00
8170 · Printing & copying	1,165.55	100.00
Total 8100 · Non-personnel expenses	<u>67,456.54</u>	<u>46,360.00</u>
8500 · Misc expenses		
8515 · Grants	1,000.00	500.00
8530 · Membership dues - organization	299.74	300.00
8535 · Participation Fees	40.00	0.00
8545 · Mileage	1,544.40	2,760.00
8590 · Other expenses	7,999.74	2,700.00
8500 · Misc expenses - Other	180.00	0.00
Total 8500 · Misc expenses	<u>11,063.88</u>	<u>6,260.00</u>
Total Expense	<u>87,745.42</u>	<u>61,945.00</u>
Net Ordinary Income	<u>-12,846.77</u>	<u>-750.00</u>
Net Income	<u><u>-12,846.77</u></u>	<u><u>-750.00</u></u>

COA Home Delivered Meals Report - FY1415

	Total Meals	Senior Meals	Service Days	Average Meals per Day	Y -T- D Meals	Unduplicated Clients		Donations Received
						New	Y-T-D	
Jul	2859	2788	22	130.0	2859	12	12	\$ 2,630.50
Aug	2803	2718	21	133.5	5662	10	22	\$ 2,978.50
Sept	2721	2635	22	123.7	8383	10	32	\$ 2,265.00
Oct	3091	3016	23	134.4	11474	13	45	\$ 2,523.50
Nov	2616	2551	20	130.8	14090	9	54	\$ 2,307.50
Dec	3076	2999	23	133.7	17166	14	68	\$ 3,011.50
Jan	2826	2763	22	128.5	19992	19	87	\$ 2,561.00
Feb	2520	2444	20	126.0	22512	9	96	\$ 2,853.08
Mar	2743	2642	22	124.7	25255	16	112	\$ 2,604.50
Apr	2994	2880	22	136.1	28249	14	126	\$ 2,624.50
May	2879	2780	21	137.1	31128	14	140	\$ 2,406.50
Jun	0	0	0	#DIV/0!	31128	0	140	\$ -
Totals:	31128	30216	238	130.79	31,128	140	140	\$ 28,766.08