

Simi Valley Council On Aging (COA) Monthly Meeting

Agenda

Monday, February 8, 2016

1:00 p.m.

Simi Valley Senior Center

3900 Avenida Simi, Simi Valley, CA 93063

Please silence your cell phones

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 & Facilities

C. Senior Services Manager

D. Ventura County Area Agency on Aging

E. Task Force On Homelessness

7. Presentations

A. Volunteer of the Month

B. Local Businesses Building a Skilled Regional Workforce

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

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.

- 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
- C. Ad Hoc Committee Reports
 - 1. Dance Committee
 - 2. Bingo Bonanza Committee
- 10. Continued Business - None
- 11. New Business
 - A. Election of Officers
 - B. Discussion/Action on holding a Senior Speed Dating event
- 12. Announcements of Upcoming Events
 - A. COA Dance, Friday, February 12 & March 11, 2016, 7:30 p.m. to 10:00 p.m.
 - B. Bingo Bonanza, Saturday, February 27, doors open at 9:30 a.m. and games start at 11:00 a.m.
- 13. Suggestions of Agenda Items for the March 14, 2016, COA 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 – Chair Toni Olson called the meeting to order at 1:03 p.m. Fred Goldberg led the Pledge of Allegiance.
2. Roll Call – Members present were Fred Goldberg, Sharon McCann, Toni Olson, Kenneth Sinn, June Marie Von Osinski, and John H. Williams. Jean Cecil was excused.
3. Agenda Review - By consensus of the Executive Board, the agenda was approved as presented.
4. Approval of Minutes - The minutes of December 14, 2015, were approved by a consensus of the Executive Board.
5. Report of COA Chair – Toni Olson complimented and thanked outgoing Executive Board members Ken Sinn, John H. Williams and Sharon McCann for their service.
6. Representative Reports
 - A. City Council Liaison – Council Member Mike Judge announced that the “Simi Supports Simi Cops” signs were now up in the city. He said that the new Studio Movie Grill at the Simi Valley Town Center had done very well over the holidays. He also said the grocery stores Stater Bros., Sprouts, and Smart & Final were beginning to prepare their locations for openings in the future and that Aldi’s is working toward an April opening. Council Member Judge informed members that Marshalls will open in the mall right next to Charming Charlie and that Sports Authority is rumored to be considering moving in at the mall.
 - B. Deputy Director/Community Programs and Facilities – No Report.
 - C. Senior Services Manager – Laurie Dickinson thanked the outgoing COA members and the present Board members for their dedication and service.
 - D. Ventura County Area Agency on Aging Representative - Toni Olson reported that the Ventura County Area Agency On Aging budgeted \$4.10/meal for the nutrition program and current expenses are \$3.91/meal. The savings leaves money to allow sites to serve up to 120% of the number of meals stated in their contract.
 - E. Task Force on Homelessness – No Report.

7. Presentations

Wayne Templeton Volunteer of the Year Committee Chair John H. Williams introduced Toni Olson as the 2015 Volunteer of the Year. Mr. Williams detailed all the volunteer activity Ms. Olson had been involved in, including acting as Chair of the COA Executive Board for three years. Toni has been a volunteer for every COA program in addition to serving as a Ventura County Ombudsman. Mr. Williams presented her with an engraved crystal vase commemorating her service.

Ms. Olson was also presented with certificates recognizing her service by Ventura County Supervisor Peter Foy and staff members from the offices of Congressman Knight, Senator Fran Pavley, and Assemblyman Scott Wilk.

8. Public Statements

Christopher Latham from the City of Simi Valley Transit Department announced that the ADA Paratransit Advisory Committee would meet on January 21 from 3:00 p.m. to 4:30 p.m. at the Senior Center. He also said that they will be recruiting for new members soon.

Judy Pepiot announced that the Kiwanis Club will be hosting a pancake breakfast on January 30 at the Hummingbird Nest Ranch and to see her after the meeting to purchase tickets for \$6.00.

9. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports

A. Officer Reports

1. Vice Chair – No Report.
2. Treasurer – Sharon McCann referred members to pages 7 & 8 of the packet regarding the budget. She told members everything is in good shape. The budget is in the positive due to higher than expected donations and fundraising income.
3. Corresponding Secretary – Ken Sinn announced that a record number of thank you letters have gone out due to the increase in donations.

B. Liaison & Program Manager Reports

1. Speakers Bureau Program Manager – The Meals On Wheels (MOW) Coordinator will be doing a presentation on the program for the Citizens on Patrol Police Department volunteers on Tuesday, February 2 to see if they would like to get involved.

2. Senior Share Liaison – No Report.
3. Housing Liaison – No Report.
4. Lifeline Liaison – No Report.
5. Meals On Wheels Liaison – Ed Mazeika reported that 2,850 meals were delivered in the month of December. He also said the sixth hot meal route was added.

C. Ad Hoc Committee Reports

1. Dance Committee – Ken Sinn stated that the past two dances were a big success. The next dance is the Valentine Dance on February 12.
2. Bingo Bonanza Committee – Sharon McCann announced that the plans for the kitchen renovation are delayed, so the Bingo Bonanza can be held on February 27. Tickets will go on sale on January 24.

10. Continued Business – None.

11. New Business

A. Appointment of Karen Cline as the Wellness Expo Chair

By a consensus of the Executive Board, the appointment was approved.

B. Introduction of the candidates for the COA Executive Board

Antoinette Olson announced the candidates in alphabetical order and each candidate gave a brief statement.

C. Open election by the COA general membership to recommend five candidates for the COA Executive Board.

A signed ballot was received from COA members present and the ballots were tabulated. Results were as follows:

Jefferey Brooks	6
Karen Cline	26
Alan Fournier	18
Char Jackowicz	19
Edward Mazeika	25
Sharon McCann	27
Stephanie Newbrook	17

The top five candidates will serve two-year terms and the sixth will serve the one-year remaining from COA Executive Board Member Barbara Durham's term.

- D. Discussion/Action on a recommendation to the City Council to appoint the COA Executive candidates elected by the general membership.

A motion was made by John H. Williams and seconded by Fred Goldberg to appoint the COA Executive candidates elected by the general membership.

Executive Board 6 Ayes 0 Noes 0 Abstentions

The motion passed.

12. Suggestions of Agenda Items for the February 8, 2016, meeting – None.
13. Adjournment - Meeting adjourned at 2:10 p.m.

9:17 AM
02/02/16
Cash Basis

Council on Aging
Balance Sheet *
As of February 2, 2016

	<u>Feb 2, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank of America Checking	
Drama Club	692.76
Bank of America Checking - Other	22,311.17
Total Bank of America Checking	23,003.93
Bank of America Maximizer	133,582.62
SVSS Endowment Fund	16,526.13
1040 · Petty cash	
1041 · Cash Drawer	300.00
1042 · Dance Cash Drawer	100.00
Total 1040 · Petty cash	400.00
Total Checking/Savings	173,512.68
Total Current Assets	173,512.68
TOTAL ASSETS	<u>173,512.68</u>
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)	-3,776.79
Net Income	13,074.44
Total Equity	173,512.68
TOTAL LIABILITIES & EQUITY	<u>173,512.68</u>

9:16 AM
02/02/16
Cash Basis

Council on Aging
Profit & Loss Budget vs. Actual
July 1, 2015 through February 2, 2016

	Jul 1, '15 - Feb 2, 16	Budget
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	8,315.95	6,500.00
4015 · Business Contribution	3,855.14	1,200.00
Total 4 · Contributed support	12,171.09	7,700.00
5 · Earned revenues		
5310 · Interest-savings/short-term inv	48.11	0.00
5340 · Other investment income	-89.14	0.00
5490 · Miscellaneous revenue	12,374.46	8,655.17
5560 · Tickets	11,311.00	8,417.24
5570 · Drawings	1,026.00	530.17
5580 · Table Reservations	4,724.00	4,200.00
Total 5 · Earned revenues	29,394.43	21,802.58
Total Income	41,565.52	29,502.58
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	5,525.00	5,437.07
Total 7200 · Contracted personnel services	5,525.00	5,437.07
8100 · Non-personnel expenses		
8110 · Supplies	5,374.18	5,306.90
8112 · Food	1,444.67	853.45
8115 · MOW Program Expense	5,160.00	17,000.00
8120 · Advertising	0.00	100.00
8125 · Video Rentals	120.33	176.72
8160 · Equip rental & maintenance	342.61	300.00
8165 · Equipment Purchase	4,570.50	100.00
8170 · Printing & copying	436.85	100.00
Total 8100 · Non-personnel expenses	17,449.14	23,937.07
8500 · Misc expenses		
8515 · Grants	2,000.00	2,000.00
8530 · Membership dues - organization	455.73	300.00
8535 · Participation Fees	0.00	50.00
8545 · Mileage	444.50	1,060.34
8590 · Other expenses	2,616.71	2,250.00
Total 8500 · Misc expenses	5,516.94	5,660.34
Total Expense	28,491.08	35,034.48
Net Ordinary Income	13,074.44	-5,531.90
Net Income	13,074.44	-5,531.90

COA Home Delivered Meals Report - FY15/16

	Total Meals	Senior Meals	Service Days	Average Meals per Day	Y -T- D Meals	Unduplicated Clients		Donations Received
						New	Y-T-D	
Jul	3006	2907	23	130.7	3006	11	11	\$ 2,731.50
Aug	2595	2502	21	123.6	5601	4	15	\$ 2,539.00
Sept	2713	2612	22	123.3	8314	3	18	\$ 3,234.00
Oct	2694	2616	22	122.5	11008	7	25	\$ 2,187.50
Nov	2446	2372	21	116.5	13454	3	28	\$ 2,304.50
Dec	2941	2850	23	127.9	16395	17	45	\$ 2,894.00
Jan	2582	2512	21	123.0	18977	17	62	\$ 2,408.50
Totals:	18977	18371	153	124.03	18,977	62	62	\$ 18,299.00