

Simi Valley Council On Aging (COA) Monthly Meeting

Agenda

Monday, November 10, 2014

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

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.

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 Community Council
 - F. Simi Valley Transit
 - G. Task Force On Homelessness
 - H. California Senior Legislature
7. Presentations
 - A. Volunteer of the Month
 - B. Catch a Ride Program
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

- C. Ad Hoc Committee Reports
 - 1. Dance Committee
 - 2. Finance Committee
 - 3. Annual Fund Drive Committee
 - 4. COA Executive Board Nominating Committee
 - 5. Wayne Templeton Volunteer of the Year Committee

- 10. Continued Business – None.

- 11. New Business
 - A. Discussion/Action on the appointment of Barbara Durham as the Chair of a committee to establish a prioritized list of needs for the Senior Center.
 - B. Discussion/Action on the appointment of Ken Sinn as the Co-Chair of Wellness Expo.

- 12. Announcements of Upcoming Events
Jewelry Sale, November 17 – 21, 8:00 a.m. – 1:00 p.m.

- 13. Suggestions of Agenda Items for the December 8, 2014 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 – Antoinette Olson called the meeting to order at 1:02 p.m. She also led the Pledge of Allegiance.
2. Roll Call – Members present were Al Fournier, Fred Goldberg, Richard Harper, David Kennedy, Sharon McCann, Toni Olson, Kenneth Sinn, and John H. Williams. Frank Sinsheimer was excused.
3. Agenda Review – By consensus of the Executive Board, the agenda was approved as presented.
4. Approval of Minutes - The minutes of September 10, 2014 were approved by a consensus of the Executive Board.
5. Report of COA Chair – Chairman Toni Olson reminded the members that October was National Cancer Month and encouraged them to support cancer victims. She also urged everyone to be safe during Halloween. Chair Olson challenged the membership to bring a friend to the November COA meeting, particularly someone who isn't familiar with the COA.
6. Representative Reports
 - A. City Council Liaison – Council Member Mike Judge referred members to a new Police app for Android and Apple phones that can be used to report crimes and other law enforcement related functions. In response to a question, he confirmed that a new grocery market, Aldi's, is requesting a zone change to open in Simi Valley in March 2015 at the old Office Depot location. He also told members about a Candidates Forum hosted by the Chamber of Commerce on October 15 at the Posada Royale hotel. The cost is \$10.00 which will include breakfast.
 - B. Deputy Director/Community Programs and Facilities - Rob Bruce announced that the Cultural Arts Center is seeking volunteers to be ushers.
 - C. Senior Services Manager – Laurie Dickinson stated that the Simi Valley Adult School will be discontinuing classes at the Senior Center July 1, 2015, however, the Rancho Simi Recreation and Park District has committed to taking over the classes. She added that she will be coming to the COA to purchase equipment for the ceramics classes since most of the equipment is owned by the Adult School and it will be reassigned within the school district.

- D. Ventura County Area Agency on Aging Representative(s) – Neal Spector told members about a Home Share program which matches seniors wanting to rent rooms with those needing a place to live. Ms. Dickinson told the COA that Home Share will be giving a presentation at the December COA meeting. Toni Olson stated that the VCAAA Nutrition Committee provided place mats, with recipes from ingredients that can be purchased at the .99 Cents Store, to all the meal sites. She also told members that there are excess nutrition funds; however, they did not have a quorum at the meeting so the funds have not yet been allocated.
- E. Simi Valley Community Council – David Kennedy announced that the Council will no long meet at the Junk Yard Café; instead meetings will be held at the Posada Royale Hotel.
- F. Simi Valley Transit – Christopher Latham announced that the Paratransit Advisory Committee will meet on October 16 at 3:00 pm at the Senior Center.
- G. Task Force On Homelessness - June Marie Von Osinski had no report.
- H. California Senior Legislature - Bill Witt had no report.

7. Presentations

- A. Volunteer of the Month – Laurie Dickinson introduced Ellen Smith as the Volunteer of the Month. Ellen volunteers twice a month at the Senior Center to facilitate the Alzheimer Support Group and provides a caregiver, if the member needs to bring their loved one affected with the disease to the meeting.
- B. Simi Valley Budget Officer - Rebekah Hosken presented an overview of the City's budget process. She explained priority based budgeting and the recent focus on seeing the budget as a "living document."

8. Public Statements - Nicole Cavalino, of Mobility Management Partners, announced a workshop scheduled for December 2 at the Senior Center to explain the Catch-A-Ride volunteer driver program. The Simi Valley Senior Center will be one of the pilot sites for this program.

Barbra Williamson offered a rebuttal to a letter in the Acorn regarding activities during the recent Bingo Bonanza. She explained that she had gotten permission to attend the event and pass out magnets advertising her candidacy from one of the volunteers Bob Swoish. Ms. Williamson apologized for any disruption she may have caused and made a \$100 donation to the COA.

Barbara Durham urged everyone to attend the "9 to 5" stage show at the Cultural Arts Center.

Lea Veronica, who dances with the Boots and Slippers Square Dance Club, asked about the cost of putting outside lighting on the patio.

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

A. Officer Reports

1. Vice Chair – Frank Sinsheimer had no report.
2. Treasurer – Sharon McCann reported that the COA income was \$1,200 over what was projected in the budget due to the successful Bingo Bonanza event. She then referred members to pages 8 and 9 in the packet for more detailed information.
3. Corresponding Secretary – Ken Sinn reported that thank you notes have been sent to several individuals who made donations towards the Meals On Wheels Program.

B. Liaison & Program Manager Reports

1. Speakers Bureau Program Manager - John H. Williams had no report.
2. Senior Share Liaison – Joe Beautz stated that the food distribution is up to 103 bags per week. He also said that food would be distributed on November 11 even though it is a holiday and the City is closed. He also mentioned that there are some new federal regulations that are creating more paperwork.
3. Housing Liaison – Judy Pepiot referred to a Supplemental Housing Report included with the agenda. The report deals with the Senior Housing Market Issues and Concerns Forum held on October 7 at the Senior Center. She also mentioned that at the September 29 meeting of the City Affordable Housing Committee three senior affordable apartment complexes reported that they are in financial difficulty and as a result rents will be raised. Ms. Pepiot reported a number of other projects and as a result an audience member suggested she include a map with the locations with her next report.
4. Lifeline Liaison – Don Novell had no report.

5. Meals On Wheels Liaison – Ed Mazieka reported that the program has added 10 additional clients this month which brings the number to 142. He told members a total of 2,635 meals were delivered in the month of September. He also reported there are 25 volunteer drivers and no additional drivers are needed at this time.

C. Ad Hoc Committee Reports

1. Dance Committee – Richard Harper announced that the October dance was a Halloween theme, sponsored by AAA, and 60 participants attended. He also reminded members they would be selling tickets to the New Year's Eve, Eve Dance soon.
2. Bingo Bonanza Committee – Sharon McCann reported that the September 12 Bingo Bonanza hosted 160 participants with a net profit of over \$3,000.
3. Fall Arts & Crafts Fair Committee – Toni Olson reported that the Arts & Crafts Fair was very successful. The pancake breakfast had the most attendance ever and raised \$1,782, the rummage sale raised \$1,600, the gift baskets were popular and netted \$1,510 and that 48 booths were sold to vendors raising \$2,400.
4. Finance Committee – Sharon McCann said she would report later on in the agenda.
5. Annual Fund Drive Committee – Sharon McCann announced that the drive began in October and that volunteers will be going into the classes and distributing donation forms. She also informed members that she attended training at the Ventura County Community Foundation on fundraising strategies and learned to write an effective fund drive letter.
6. COA Executive Board Nominating Committee – John Williams informed members that the applications for the COA Executive Board are now available. He encouraged members to complete an application and return it to Laurie Dickinson.

10. New Business

- A. Appointment of a Wayne Templeton Volunteer of the Year Committee. - By a consensus of the Executive Board, Toni Olson appointed Don Novell as Chair of the Wayne Templeton Volunteer of the Year Award Committee. Don was last year's recipient.

- B. Discussion/Action on allocating up to \$500 to purchase card tables and a storage cart to expand the Duplicate Bridge program at the Senior Center.
- A motion was made by Al Fournier and seconded by John H. Williams to allocate up to \$500 for this project.

Audience 14 Ayes 0 Noes 1 Abstentions

Board 5 Ayes 0 Noes 0 Abstentions

The motion passed.

11. Announcements of Upcoming Events - An announcement was made about the ghost tours held during the Halloween season at Strathearn Park. Another member announced the Simi Valley Striker's Wii bowling team had won the Ventura County Senior Wii Bowling Tournament for the fifth consecutive year.
12. Suggestions of Agenda Items for the Monday, November 10, 2014 meeting – Barbara Durham asked that Kenneth Sinn be appointed as Co-chair of the 2015 Wellness Expo. Another member mentioned discussing adding patio lighting.
13. Adjournment - Meeting adjourned at 2:37 p.m.

Council on Aging
Balance Sheet *
As of November 3, 2014
Nov 3, 14

ASSETS

Current Assets

Checking/Savings

Bank of America Checking	
Drama Club	721.98
Bank of America Checking - Other	<u>5,891.71</u>
Total Bank of America Checking	<u>6,613.69</u>

Bank of America Maximizer	167,014.62
SVSS Endowment Fund	16,386.72
1040 · Petty cash	
1041 · Cash Drawer	250.00
1042 · Dance Cash Drawer	100.00
1045 · Parties and Actvy	<u>200.00</u>
Total 1040 · Petty cash	<u>550.00</u>

Total Checking/Savings	<u>190,565.03</u>
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Total Current Assets	<u>190,565.03</u>
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TOTAL ASSETS	<u><u>190,565.03</u></u>
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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	<u>9,975.43</u>

Total Equity	<u>190,565.03</u>
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TOTAL LIABILITIES & EQUITY	<u><u>190,565.03</u></u>
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Council on Aging
Profit & Loss Budget vs. Actual
 July 1 through November 3, 2014

	Jul 1 - Nov 3, 14	Budget
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	2,749.00	4,562.50
4015 · Business Contribution	1,115.65	714.00
Total 4 · Contributed support	3,864.65	5,276.50
5 · Earned revenues		
5340 · Other investment income	187.25	0.00
5490 · Miscellaneous revenue	7,381.85	6,728.00
5560 · Tickets	6,873.00	7,409.00
5570 · Drawings	227.00	496.00
5580 · Table Reservations	4,928.00	2,250.00
Total 5 · Earned revenues	19,597.10	16,883.00
Total Income	23,461.75	22,159.50
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	3,950.00	2,925.00
Total 7200 · Contracted personnel services	3,950.00	2,925.00
8100 · Non-personnel expenses		
8110 · Supplies	3,565.43	4,234.00
8112 · Food	241.97	200.00
8120 · Advertising	0.00	300.00
8125 · Video Rentals	85.95	102.50
8160 · Equip rental & maintenance	2,000.00	1,000.00
8170 · Printing & copying	101.81	100.00
Total 8100 · Non-personnel expenses	5,995.16	5,936.50
8500 · Misc expenses		
8515 · Grants	500.00	500.00
8535 · Participation Fees	40.00	0.00
8545 · Mileage	705.60	943.00
8590 · Other expenses	2,295.56	2,255.00
Total 8500 · Misc expenses	3,541.16	3,698.00
Total Expense	13,486.32	12,559.50
Net Ordinary Income	9,975.43	9,600.00
Net Income	9,975.43	9,600.00

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	0	0	0	#DIV/0!	11474	0	45	\$ -
Dec	0	0	0	#DIV/0!	11474	0	45	\$ -
Jan	0	0	0	#DIV/0!	11474	0	45	\$ -
Feb	0	0	0	#DIV/0!	11474	0	45	\$ -
Mar	0	0	0	#DIV/0!	11474	0	45	\$ -
Apr	0	0	0	#DIV/0!	11474	0	45	\$ -
May	0	0	0	#DIV/0!	11474	0	45	\$ -
Jun	0	0	0	#DIV/0!	11474	0	45	\$ -
Totals:	11474	11157	88	130.39	11,474	45	45	\$ 10,397.50