



Gladstone Senior Center Advisory Board
Minutes
Tuesday, September 17, 2019

MEMBERS PRESENT: Linda Andrews, Elaine Hermens, Roxanne Mc Mullin, Colette Umbras, Katie Ellerby. Nancy Turner

MEMBERS ABSENT: Len Nelson

SENIOR CENTER MANAGER: Colin Black, present

GLADSTONE CITY COUNCIL LIAISON: Linda Neace, present

Meeting was called to order at 3:00.

Approval of Minutes from July 19, 2019: one correction was noted to these minutes.....minutes now reflect that there was a fee change for out of district services. Questions were raised about whether Senior Center meetings needed to have both audio and a videotaping, but unless the Gladstone City Council is involved, there is audio only. Colin felt that minutes from the meeting need to be online for all to access.

Meeting minutes were approved by Roxanne and seconded by Elaine.

OLD BUSINESS

VOLUNTEERISM AT THE CENTER: Colin has not made progress on finding a Volunteer Coordinator for the center. At the current time there are enough drivers for meal delivery routes. Linda Andrews noted that there isn't a template for volunteer job descriptions in Gladstone. Linda Neace and Colin suggested looking at West Linn or Milwaukee's senior Center for options.

ACTION ITEM: Check with Milwaukie, West Linn for Volunteer template/job descriptions

Colin noted that he has a volunteer watering the garden boxes in front of the building, with pay being cookies. New landscape is being paid by the City.

GLADSTONE FOOD BANK/SENIOR CENTER PARTNERSHIP: The food bank has made the decision to stay with School age children and their families.

PGE DRIVE FUND: Colin reported that the financial impact to the city is too large to be involved with this project. The program would have provided an electric car.

NEW BUSINESS

WORK PLAN: Linda Andrews continues to look for job description templates.

Work plan now has a measurement component. The plan will follow the Fiscal year calendar.

ACTION ITEM: appoint an advisory board member to attend the Foundation meetings

ACTION ITEM: request to have a Foundation Member speak at the next Advisory Board meeting. Elaine will hold this position for the remainder of the year (2019)

ACTION ITEM: plan a tour of another Senior Center by end of Year. (2019)
what would this visit entail, meet director of that center, have lunch, look at scope of programs offered and challenges they face.

ACTION ITEM: The Advisory Board felt that the Work Plan, with the changes made is adequate.

OPEN FLOOR:

Colin reported that the Foundation had a quilt raffle and earned over \$400.00 dollars
The Senior Center Foundation Board has asked for a “wish list” from Colin.
Debi has announced her retirement vow April 3, 2020. There may be possible reshaping of her position as the center looks for a new employee.

Lunches are steady for attendance. Soups being offered at Lunch will begin again the end of September.

ACTION ITEM: including in the City Newsletter, feedback on services and making requests for changes.

The Advisory board thanked Linda Andrews for her work on the Work plan.

Meeting was adjourned at 3:45 pm