



MINUTES

North Little Rock Senior Citizens Commission

April 23, 2018, 3:00 PM

Hays Center

The Senior Citizens Commission meeting was called to order by Dick Blankenkemper at 3:00 PM.

Present were: Robert Barnes, Virginia Raum, Eddie Powell, Dorothy Romes, Dick Blankenkemper, Belinda Snow, Dick Giddings, Marleene Calvin, and Murry Witcher. A quorum was declared.

A motion was made by Eddie Powell to approve the minutes of the previous meeting. The motion was seconded by Dick Giddings. Motion passed unanimously.

Hays Center Director, Bernadette Rhodes, gave a brief overview of the financial information and bank accounts reporting that all financials are in good order. A new time keeping system for payroll will be in effect with a new time employee time clock, which will be charged to computer expenses. Commission questioned if Finance will transfer the \$90,000 reserve fund into the 2018 budget. Bernadette will follow up with Finance. Virginia Raum made a motion to accept the financial information, which was seconded by Dick Giddings. The motion passed unanimously.

Ms. Rhodes gave a program update, including a review of her staff report to the Mayor. The program memo and staff report are attached.

Ms. Rhodes updated the Commission in regards to building maintenance. Maintenance performed recently included swimsuit dryer repair, P.A. system adjustment, pool tables reupholstered, Keiser machine maintenance, lap pool HVAC pump. The City's master plumber came and fix the leak in the sprinkler system along the sidewalk.

Ms. Rhodes suggested the following items for repair or replacement under capital improvement. Lobby furniture will need replacing in the near future. Old furniture will need to be sold at auction through the city. Lobby benches will need to be reupholstered in a new material. Inside the women's locker room the door frame and windows need to be removed. The Commission has asked for another quote on the removal of the door frames.

Ms. Rhodes informed the Commission of River City Flooring's samples on vinyl or laminate flooring. They are both more durable than hardwood and easier to replace a piece if damaged. The vinyl will be less expensive and flush even to the height of the carpet. We will not have a strip between them in order to transition.

Public Comments: Hays Center Member Mike Miller suggested that we convert the entire ballroom to vinyl flooring to accommodate Pickleball. A motion was made by Eddie Powell to proceed with quotes on the current layout without converting the entire ballroom. Second by Marleene Calvin. All were in favor.

A motion was made by Murry Witcher to adjourn. The motion was seconded by Eddie Powell. The motion passed unanimously. The meeting adjourned at 4:10 pm.

Prepared by Cherihan Sbait, Hays Center Director

Approved by Belinda Snow, Secretary



Memo To:

North Little Rock Senior Citizens Commission

From: Bernadette Gunn Rhodes

Memo Date: April 17, 2018

This memo covers March and April, since I had to cancel last month's meeting. I am sorry that a sick child pulled me away. Thank you for being so understanding.

On Wednesday, March 14th, we had a fantastic time honoring two new inductees into the North Little Rock Senior Citizens Hall of Fame: Esther Crawford and Erma Wilbert. We had about 170 attendees who made our inductees feel very special. Check out our Facebook page for Hall of Fame photos: www.facebook.com/hayscenter.

Our programs are going well. Our lunches have been delicious and are averaging a \$48 profit per week. Highlights have been white chicken chili, chili cheese dogs, a waffle bar, German food, and beef stroganoff. Ann-Marie is back from her hip surgery and kicking our bus trips back into high gear. We have found a second bus driver, Lia Polite. She has mainly been running medical transports so far.

Our Red Hat group has gotten an infusion of energy thanks to Susan, and has gone on two April trips and is holding a Red Hat Rummage Sale. Angela organized a plant swap on April 11. Chera is organizing busy Bean Bag Baseball and Chair Volleyball game schedules and is already brainstorming for our Christmas Party! Connie organizes the monthly member craft/vendor day on the first Wednesday of each month. We had a t-shirt design contest and our first batch of new shirts is being printed. We are currently taking pre-orders since we are offering a choice between regular or moisture-wicking shirts.

We held a health fair for members on April 9th. It went great, 145 members visited and were happy with the information they received. We plan to continue holding two health fairs per year. The next one is scheduled for October 8th.

To continue our facility improvement discussion, I received a quote from CBM for \$10,385.00 to fix the aluminum frames in the ladies' locker room and aerobics pool. I am required to get at least one more quote before moving forward, and am waiting on a quote from Bell Construction.

We recently hired two new companies: WCA Little Rock Hauling and Little Rock Filter Service. WCA is providing a 6cy dumpster with weekly pickup for \$120/month and Little Rock Filter Service is providing and installing all our HVAC filters for \$1,872/year, which is the same amount we've been paying for the filters and installing them ourselves. Our new Keiser arm curl machine arrived and works great.

Other fixes these past two months included replacing the swimsuit dryer in the women's locker room for \$1,270, fixing the PA system for \$1,000, re-felting the pool tables for \$1,634, replacing Keiser machine parts for \$334, replacing the lap pool's HVAC pump for \$2,738, and HVAC repair for \$461. The lap pool temperature was running way too hot, but Powers came and reset the system and the temp has gone back down. That repair cost \$315.

The drain in the landscaping by the North Door was getting clogged with dirt and mulch when it rained. Parks Maintenance placed four large rocks around the drain to hold up the debris while still allowing water to get through. However, the drain still needs to get unclogged by the Street Department.

The City's Master Plumber has fixed the two leaks below the sidewalk identified by American Leak Detection last year. The City's contractor, Tom Brooks, is supposed to be here in the next day or two to fill the sidewalk back in.

I contacted Taggart Architects about reupholstering/replacing our lobby and gallery furniture. I am going to contract with their interior designer to find some replacement furniture and patterns. Her quoted consulting cost was for up to 30 hours of consulting, not to exceed \$2,850. The furniture will be quite expensive, but she is going to try to get good prices for us from the manufacturer, possibly below state bid/GSA pricing. I will show you the proposal with cost, patterns, designs, etc. before making any decisions.

I've received a quote for replacing the ballroom floor with an LVT product that looks like wood but is much more resistant to scratches and wear. It would eliminate the need for a transition strip between the carpet and the floor, which would eliminate trip hazards and look much cleaner. I will show you some samples at our meeting. The current quote is for \$14,061. This amount will necessitate one or two additional quotes before moving forward.

Issues still outstanding are: I need to price out new TVs for the workout area. I have mailed a part of our upper back machine to Keiser to be re-wired. It is currently out of order.

Coming up: Our annual Volunteer Appreciation Luncheon will be held on Thursday, May 10th at 11:30 AM in our ballroom. I hope you will join us as we honor you who give your time to the Hays Center so generously! Our keynote speaker will be Ms. Esther Crawford, who was inducted into the Senior Citizens Hall of Fame this year and has very inspiring words to say about the value of volunteering.

I look forward to seeing you on April 23rd.

**Patrick Henry Hays Senior Citizens Center
and
Mayor's Office of Volunteer Services**

Monthly Report – April 2018

Member Statistics

- NOTE: Due to a software update, we are missing data from 4/20-4/25, so our numbers appear lower than normal.
- Our members logged 9,054 visits to the Hays Center.
- 43 new members joined the Hays Center this month for a total of 3,600 active members.
- New members: 23 African American, 16 Caucasian, 1 Asian American, and 3 other.
- The majority of new members were female (25 females and 18 males).
- The youngest 3 people to join this month were 50. The oldest was 84.

Deposits

- \$1,550 in new member fees
- \$9,678 in renewal fees
- \$4,325 in rental fees
- \$23 in trip fees
- \$291 in lunch fees
- \$331 in other revenue
- **TOTAL: \$16,198**

Activities

- Started new exercise program: Drums Alive.
- Fish Fry was one of our Tuesday lunches and served around 60 people.
- NLRPD held an active shooter training in our ballroom for law enforcement officers throughout the state.
- Governor's Advisory Council met at the center this month.
- Held a Plant Swap outside the Center.
- Started a 6-week Diabetes Education class in partnership with Baptist Health.
- Featured our Bean Bag Baseball team on KATV's Good Morning Arkansas.

Facility

- Bright Light Sight & Sound came back to fine-tune the PA speakers' volume in several rooms where it was too loud.
- Selected a contractor for replacing corroded aluminum door frames in ladies' locker room and on aerobics pool deck. Would like to wait until the end of the year when the locker rooms are less in use.
- 2018 facility improvement goals:
 - Replace ballroom floor (In process of selecting floor material and style.

- Buy 2 new treadmills, 1 seated elliptical, 2-3 recumbent bicycles (Working with vendors on price/product selection).
- Replace/reupholster gallery and lobby furniture. (Working with interior designer at Taggart on furniture & pattern selection).
- Install security camera overlooking parking lot (Quote from our alarm company to revamp entire system was cost-prohibitive and would have to go out for bid).
- Remove wallpaper in ballroom, repair sheetrock and paint. (Saving this for 2019 or 2020).
- Replace some of the TVs in the workout area.

Trips

- We provided a total of 16 trips, transporting a total of 166 people and collecting a total of \$658 in trip fees.
- The “Red Hot Hays Honeys” Red Hat Chapter went to Charlotte’s for lunch.
- Public senior housing residents traveled to medical appointments (5 trips) and grocery stores (4 trips).
- Our Bean Bag Baseball teams traveled to Jacksonville, Des Arc, and Sherwood for away games.
- After fees and driver costs, we spent a net \$398 on our transportation program. This does not include fuel costs as April’s Fuelman bill has not yet been received.

Rentals

- We provided 3 free rentals: NLR Woman’s Club Carousel Ball, NLRPD Active Shooter Training, and Governor’s Council on Aging.
- We had 4 small paid rentals for a total revenue of \$400.

Mayor’s Office of Volunteer Services

- City volunteers reported 2,130 hours this month.
- We received 11 new volunteer applications.