



MINUTES

North Little Rock Senior Citizens Commission

August 27, 2018, 3:00 PM

Hays Center

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

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

A motion was made by Murry Witcher to excuse absences. The motion was seconded by Eddie Powell. Motion passed unanimously.

A motion was made by Murry Witcher to approve the minutes of the previous meeting. The motion was seconded by Eddie Powell. 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. The 2019 proposed budget draft has been issued for review. Changes include an increase in personnel costs due to the City-wide 2.2% pay increase, and a \$22,000 requested increase in building/grounds maintenance to pay for an annual building renovation program.

A motion was made by Virginia Raum to approve the financial report. The motion was seconded by Marleen Calvin. 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. Attendance has increased over the past month. We have a new class starting in the evenings, Beginner Line Dance. This class will accommodate our members for the evening hours. Beau Cooper, Weekend Director, will be hosting Billiards and Ping Pong tournaments every three months. The Hays Center's Graduate Assistant, Jagur Klemann, will be looking into more cost friendly options for providing coffee at the Center and other event sponsorships.

Ms. Rhodes updated the Commission in regards to building maintenance. New software program called Schedules Plus is moving along. It will be up as soon as it can be modified to control our unmanned North Access Door. Women's locker room has tile work scheduled for Friday and completion. The golf cart needed a tune up and once over. A new motor has been installed.

The Christmas party was discussed and the majority of the Commission was in favor of serving only non-alcoholic beverages.

A motion was made By Eddie Powell to adjourn. The motion was seconded by Marleen Calvin. The motion passed unanimously. The meeting adjourned at 3:45 pm.

Prepared by Cherihan Sbait, Hays Center Staff

Approved by Belinda Snow, Secretary

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

Monthly Report – August 2018

Member Statistics

- Our members logged 12,487 visits to the Hays Center (1,037 more visits than last month).
- 77 new members joined the Hays Center this month for a total of 3,399 active members.
- New member demographics:
 - 30 African American, 32 Caucasian, 6 Asian American, 1 Hispanic, and 8 unknown.
 - The majority of new members were female (50 females and 27 males).
 - The youngest three members to join this month were 50. The oldest was 82.

Deposits

- \$2,815 in new member fees (↓19% from last month, ↑36% from August '17)
- \$9,999 in renewal fees (↑10% from last month; flat with August '17)
- \$2,625 in rental fees (↓38% from last month, ↓27% from August '17)
- \$201 in trip fees (↑403% from last month, ↑379% from August '17)
- \$576 in lunch sales (↓10% from last month)
- \$420 in other revenue (↑216% from last month)
- **TOTAL: \$16,636 (↓6% from last month, ↑6% from August '17)**

Staff

- Beau Cooper started as our new Weekend Coordinator. He is resuming billiards and ping pong tournaments, and possibly adding Pickleball to the tournament rotation. He also conducted a survey to learn what would draw members into the Hays Center on the weekends. He learned that people are most likely to attend the Center on Saturdays, 10am-1pm and Sundays, 2-5pm. The top two activities requested were fitness classes and educational classes. The most popular two amenities for members were the swimming pools and exercise equipment.
- Jagur Klemann started as our Graduate Assistant this month. He is an Master of Public Administration candidate at UA Little Rock, and is also getting his Graduate Certificate in Nonprofit Management. He will be working with us 20 hours per week during two academic semesters at no cost to the City. He'll be helping out at the Center as well as doing some strategic planning and fundraising for Senior Citizens Outreach, Inc. (partner non-profit).

Activities

- Drums Alive class was featured on KATV Good Morning Arkansas:
<https://katv.com/community/good-morning-arkansas/patrick-henry-hays-senior-center-drums-alive-classes>

- Member Vendor Day was held 8/1.
- Flavors Around the World cooking class was held 8/9.
- The 2nd tamale making class was held 8/10. 15 people participated.
- Jermaine Thomas with Studio Time Photography came and made pictures of the seniors for free. It was very popular!
- The senior class of the UAMS Nursing Program began coming to interact with the seniors and learn about senior living and health.

Facility

- Bell Construction has completed renovations to our ladies' locker room and aerobics pool deck. The corroded aluminum door frames in the locker room are gone and area has been retiled. The corroded frame on the pool deck has been replaced and tile repaired. It looks much better.
- Revive Cleaning came and cleaned all our upholstery items and the aerobic pool floor. They are continuing work deep-cleaning several of our carpeted and tiled areas.
- Remaining 2018 facility improvement goals:
 - Replace ballroom floor (Taggart provided the specs for replacing the worn hardwood floor with LVT and I have received one quote so far for \$9,000).
 - Replace/reupholster gallery and lobby furniture. (Commission is considering patterns).
 - Install security camera overlooking parking lot (I have given Triple S Alarm Company the go-ahead to install this but am still waiting for the project to be completed).
 - Replace some of the TVs in the workout area (if end of year budget allows).

Trips

- We provided 23 trips, transporting a total of 214 people and collecting a total of \$586 in trip fees.
- Public senior housing residents traveled to medical appointments (4 trips) and grocery stores (5 trips).
- Our Bean Bag Baseball teams traveled to 9 away games.
- Hays day trips went to Bryant Senior Center for a dance and lunch, Charlotte's for lunch and pies, and Mountain View for folk music.
- After fees, meals, fuel, and driver costs, we spent a net \$948 on our transportation program.

Rentals

- 4 paid rentals
- 2 co-sponsored rentals (NLRFD Promotions & NLRPD for Faye Brown's retirement)
- Total Revenue \$3,900
- Total Retained Deposits \$550

Mayor's Office of Volunteer Services

- Hays Center volunteers reported 1,416 hours this month.
- Received 2 new volunteer applications.

Memo To:

North Little Rock Senior Citizens Commission

From: Bernadette Gunn Rhodes

Memo Date: August 22, 2018

We are celebrating back to school, since grandkids are out of the house again and our members are coming back to the activities they love here at the Hays Center. Attendance in the last four weeks is up 3% over the same period in 2017. We have been logging an average of 2,736 visits per week over the past four weeks.

It's budget season again! I have prepared a draft budget and income projection for your consideration. They are included in this Commission packet.

Our programs are going well. Drums Alive, led by Susan, remains popular and was the focus of our August *Good Morning Arkansas* segment. Susan is also starting a new free-form dance workout called "Body Groove." She is preparing to take a bus full of Hays members to the Grand Canyon and Las Vegas from Sept. 20th–30th. Angela has perfected her kiln skills and is renewing members' interest in glass art. Chera has trained both new Bean Bag Baseball team captains, and they are doing well. Transporting two teams to away games has created a rigorous bus schedule, but we have two great bus drivers and are keeping up. Connie continues to organize a monthly Member Vendor Day and keep our members happy.

Our "Monday Craft Madness" is going well so far. The first three workshops will be Make your Own Greeting Cards, Tincan Luminaries, and Glass Art had an average of 6 participants each. Our next workshops are Tomato Cage Fall Topiary Tree, Flowerpot Scarecrow, Spider vases & ping pong ball ghosts, and "pottie perfume" & garbage disposal fresheners.

Lunches since our last meeting have been averaging a \$39/week profit. This is down from \$50/week due to a meal on which we lost money (corn dogs). The most profitable lunch this past month was grilled ham and cheese sandwiches, which profited \$80. We are continually learning what is popular and how much to prepare to meet the demand while avoiding waste.

We did not have sufficient interest in day trips this past month, and none of the offered trips had enough participants to go. We think this is due vacations and other summer obligations. Our volunteer trip coordinator, Ann-Marie LeBlanc, has created a promo sheet for the September trips. We hope this is create more interest and motivate people to sign up.

We have hired a new Weekend Coordinator, Beau Cooper. He started on August 11th and is doing very well. He is planning to do one sports tournament a month, rotating between billiards, ping pong, and Pickleball. He is also creating a survey to find out what might draw more people into the Hays Center on the weekends.

Our graduate assistant, Jagur Klemann, started this past Monday, August 20th. He will be sitting in on Commission meetings, so you will get a chance to know him better. I have attached his job description so you can see what he will be focusing on during his time here. He will work with us for two academic semesters, ending in May 2019.

Bell Construction has replaced and painted the metal frames in the ladies' locker room and replaced the frame on the aerobics pool deck. So far I am very happy with the repair. The ladies' locker room still needs some tile work, but then their contract will be complete.

The SciFit seated trainer I ordered arrived and is in operation. It immediately required a minor adjustment but is working fine now. Two other seated trainers are requiring extensive repairs. One of the SciFit trainers needs its boards replaced, which costs \$1,200. Once that repair is made, however, it should last us several more years.

We had our golf cart overhauled with a new motor, bushings, and brand new canopy. It looks and runs much better! The \$3,000 repair was well worth it, that golf cart has served us for many years and, thanks to these repairs, will continue to do so.

At our last meeting, you approved disassembling the two electrical outlets in the middle of the ballroom floor. I have communicated that to the architects writing the installation specs and expect to have specs within the next month. Regarding the furniture upholstery, I have received the full-size samples of the fabrics I would recommend and will present them to you for feedback.

We continue to plan for two big events later this year, a Halloween luncheon on Wednesday, October 31st (11:00am-12:30pm) and an evening Christmas party on Friday, December 14th. We hope you will join us for one or both! Tickets for the Halloween luncheon are on sale now for \$7. The event will include food, performances, games, and prizes.

I look forward to seeing you on August 27th.