



MINUTES

North Little Rock Senior Citizens Commission

May 21, 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, Dorothy Romes, Dick Blankenkemper, Dick Giddings, Marleene Calvin, and Murry Witcher. Eddie Powell and Belinda Snow were absent. A quorum was declared.

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

A motion was made by Dick Giddings to approve the minutes of the previous meeting. The motion was seconded by Murry Witcher. 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 budgeted \$90,000 has been transferred to the Hays Center's reserve fund, which is now reflected in the budget statement. Revenue is ahead of budget, with \$76,539 having been collected year-to-date compared to the \$72,400 projected. The lunch program is contributing to the increased revenue. Commission members asked Ms. Rhodes to change Outreach's Simmons Bank account type in order to remove the monthly fee. Dick Giddings made a motion to accept the financial information, which was seconded by Murry Witcher. 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. Staff is exploring options for membership management software, and has found an option, Schedules Plus, built specifically for senior centers that offers membership, facility, and volunteer management functionality for the same price as the current membership software. Staff is working with the vendor to see if Schedules Plus will be able to automatically operate the unstaffed north access door.

The City has new payroll software, Novatime, with a new time clock system. The system has been implemented at the Hays Center and is working well.

Ms. Rhodes updated the Commission in regards to building maintenance. The Center has one broken elliptical for which parts are no longer available. Ms. Rhodes is obtaining quotes for new equipment and attempting to get a credit from the vendors for the used machine.

Taggart Architects has provided patterns and samples for new gallery furniture and ballroom floor. Staff is narrowing down the selections and will present to the Commission at the next meeting.

Ms. Rhodes informed the Commission of several complaints about the pools' cleanliness. She is in communication with the pool management company regarding this issue.

Mr. Rhodes informed the Commission that the Center's Weekend Program Coordinator, Lawrence Green, has resigned. The position will be posted.

Open comment: none.

A motion was made by Murry Witcher to adjourn. The motion was seconded by Marleen Calvin. The motion passed unanimously. The meeting adjourned at 3:20 pm.

Prepared by Cherihan Sbait, Hays Center Staff

Pending approval by Belinda Snow, Secretary



Memo To:

North Little Rock Senior Citizens Commission

From: Bernadette Gunn Rhodes

Memo Date: May 16, 2018

Thank you for making time to meet on Monday, May 21st so we won't miss a meeting due to Memorial Day. We always have plenty to talk about!

We held our annual Volunteer Appreciation Luncheon on Thursday, May 10th in the ballroom. Thanks to many of you for being here. It was a delicious lunch catered by Whole Hog, and our keynote speaker was 2018 NLR Senior Citizens Hall of Fame inductee, Erma Wilbert. We had about 160 people in attendance. We received good feedback on the food and program. Our Volunteer of the Year was Leigh Hayes of NLR Friends of Animals, and our Program of the Year was the Police Athletic League.

Our programs are going well. Our Tuesday lunches have been delicious and are averaging a \$50 profit per week. The last three meals have been especially popular: omelets, stuffed bell peppers, and kefta (Mediterranean meat kabobs).

We are currently in the middle of a 6-week diabetes education course, taught by Baptist Health. It has been getting great participation with approx. 22 participants per week.

Regarding facility improvement, I accepted a quote from Bell Construction for \$6,080.00 to fix the aluminum frames in the ladies' locker room and aerobics pool. I am working with David Bell to determine how to get the job done with minimal disruption to our pool users.

The Keiser machine has been rewired and is back in service.

The City's Master Plumber has fixed the two leaks below the sidewalk identified by American Leak Detection last year. The City's sidewalk contractor, Tom Brooks, has filled the sidewalk back in. I will be tracking our sprinkler bills to see if we see substantial savings compared to last year. I am still waiting for the drain in the landscaping by the North Door to get unclogged by the Street Department.

We have hired Taggart Architects to advise us on reupholstering/replacing our lobby and gallery furniture and choosing a new ballroom floor. We are meeting about possible furniture patterns this Thursday. We will also review floor samples, as the first sample recommended was too dark and didn't go with our reddish wood doors and trim. I will show you the proposals with cost, patterns, designs, etc. before making any decisions.

I have decided to wait until later in the year to price out new TVs for the workout area. We have bigger capital improvement priorities for 2018.

I will be on vacation from May 26-June 9. My family and I are heading out west, first to Denver, then through Yellowstone and on to Missoula, MT for a wedding. Susan will be your contact in my absence.

I look forward to seeing you on May 21st.

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

Monthly Report – May 2018

Member Statistics

- Our members logged 14,505 visits to the Hays Center.
- 66 new members joined the Hays Center this month for a total of 3,574 active members.
- New members: 27 African American, 29 Caucasian, 3 Native American, 2 multi-racial, and 5 unknown.
- The majority of new members were female (42 females and 24 males).
- The youngest member to join this month was 50. The oldest was 89.

Deposits

- \$2,200 in new member fees
- \$9,212 in renewal fees
- \$4,550 in rental fees
- \$959 in trip fees
- \$729 in lunch fees
- \$281 in other revenue
- **TOTAL: \$17,931**

Activities

- The Mayor's Youth Council was here for an event in May.
- We held a members' craft day and Flavors Around The World cooking class.
- The Arkansas League of Artist's hung some of their art and had a reception in May.
- Featured our "Red Hot Hays Honeys" Red Hat Society Chapter on KATV's Good Morning Arkansas.

Facility

- Contract with Bell Construction has been signed for replacing corroded aluminum door frames in ladies' locker room and on aerobics pool deck. Work will be done over several Fridays when the locker room is not in heavy use.
- Both large AC units on north portion of roof had to be repaired this month.
- 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 (Waiting on a quote from our alarm company to add that one camera and replace one that is broken).
- 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 24 trips, transporting a total of 168 people and collecting a total of \$1,099 in trip fees.
- The “Red Hot Hays Honeys” Red Hat Chapter went to Santo Coyote for lunch and the Outlet Mall for lunch and shopping.
- Public senior housing residents traveled to medical appointments (6 trips) and grocery stores (4 trips).
- Our Bean Bag Baseball teams traveled to Little Rock, Jacksonville, and Lonoke for away games.
- After fees, fuel, and driver costs, we spent a net \$816 on our transportation program.

Rentals

- We provided 3 free rentals: NLRFD Testing, Mayor’s Youth Council Banquet, and the Mayor’s Office of Volunteer Service Appreciation Lunch.
- We had 4 paid rentals for a total revenue of \$2,100.

Mayor’s Office of Volunteer Services

- City volunteers reported 1,289 hours this month.
- We received 5 new volunteer applications.