MINUTES

Meeting of the
Scotts Valley Senior Center Board
Date: August 1, 2023
Time: 1:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
Recreation Division 361 Kings Village Road Scotts Valley, CA 95066 (831) 438-3251	Scotts Valley Senior Center 370 Kings Village Road Scotts Valley, CA 95066	The agenda was posted on 07-28-2023 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at www.scottsvalley.gov.

Call to Order

The meeting was called to order at 1:00 PM.

Roll Call

BOARD MEMBERS PRESENT:	CITY STAFF MEMBERS PRESENT:
Lewis Farris, Chair Margaret Schraft, Vice Chair Ferd Bergholz, Board Member Nancy Diaz, Board Member Anna Pissanetzky, Board Member **ABSENT:** Harvey Bustichi, Board Member	Mali LaGoe, City Manager Darshana Croskrey, Senior Center Coordinator Cathie Simonovich, City Clerk

Staff Updates

1. City Manager Updates

Introductions: City Manager LaGoe introduced Kim Petersen, Interim Recreation Division Manager; and Allison Pfefferkorn, Recreation Coordinator.

Senior Center Check-in Meetings: City Manager LaGoe and Senior Center

Coordinator Croskrey have been meeting regularly to discuss what can be accomplished quickly and what longer-term projects can be started.

Copy Machine Update: City Hall staff have taken on the responsibility of performing the bulk print job for the newsletter, which has eliminated the need for purchasing a separate copy machine for the Senior Center. Since staff at City Hall have been moving towards electronic files, the printers have available capacity.

Coffee: The coffee situation has been addressed, new coffee pots were purchased, and appropriate volumes have been determined.

Membership Renewal Packets: The membership renewal packets were mailed last week. The membership and volunteer forms have been updated, including the liability waivers. The packet includes two important surveys: 1) Activities survey, and 2) Survey for the Community Development Block Grant (in preparation for a January submission opportunity to potentially seek program funding to support the Senior Center staffing).

Communication: We have successfully streamlined the communication between Darshana and Finance Department staff at City Hall.

Coordinator Update: Senior Center Coordinator Croskrey provided several updates on upcoming activities including a planned Inservice training for all receptionists, including training on the phone system from CyAs on August 25, 2023.

Subcommittees: City Manager LaGoe asked the Board to consider and discuss forming Board Subcommittees to assist with special projects. After discussion and public comment, no committees were formed. (see Regular Agenda Item #2)

*Public Comment: A member of the public commented that a subcommittee may be too formal for this group, as this group works best when it is informal. She also expressed disappointment that the Craft Fair was eliminated.

Public Comment Time:

None.

Consent Agenda

M/S: Bergholz/Diaz
To approve the Consent Agenda with the following amendment: The date at the top of the Minutes needs to be changed to May 2, 2023.
Carried 5/0 (AYES: Farris, Schraft, Bergholz, Diaz, Pissanetzky)

1. Minutes from 05-02-2023

2. Receive Resignation Letter from Director Lewis Ferris

Additions/Deletions to Regular Agenda

None.

Regular Agenda

1. Consider a recommendation to amend the Senior Center Advisory Commission Bylaws

City Manager LaGoe requested input on amending the Senior Center Advisory Commission Bylaws to reflect the following three changes:

1) Interim vacancies of board members - staff recommend adding language to allow the board to nominate an interim board appointee to the member-recommended seats until the next regularly scheduled Member Meeting where a full vote can take place.

2) Off cycle Officer appointments - staff recommend the Board consider additional language to address a mid-term vacancy in the case where an officer is unable to serve their full-year term.

3) Meeting frequency - staff recommend amending this section to schedule meetings every two months, rather than every month.

M/S: Farris/Diaz
To amend the bylaws to include the three above recommendations and to present the amended bylaws to City Council for approval at a future Council meeting.
Carried 5/0 (AYES: **Farris, Schraft, Bergholz, Diaz, Pissanetzky**)

2. Future Agenda Items

Chair Farris recommended a future agenda item regarding the bocce roof project status and the bocce court addition project (2 additional courts). All Board members supported this future agenda item. Staff will report the status of both projects at a future meeting.

Chair Farris recommended a future agenda item regarding forming committees, ad hoc vs. subcommittee. All Board members supported this future agenda item.

Vice Chair Schraft will be Chair for the next meeting, however she will be out of town from mid-September through mid-October.

Adjournment

M/S: Farris/Bergholz
To adjourn the meeting.
Carried 5/0 (AYES: **Farris, Schraft, Bergholz, Diaz, Pissanetzky**)
The meeting was adjourned at 2:17 PM.