



Agenda
City of Scotts Valley
Senior Center Board Special Meeting
DATE: December 6, 2022 1:00pm

CITY OF SCOTTS VALLEY

Recreation Division
361 Kings Village Road
Scotts Valley, CA 95066

MEETING LOCATION

Scotts Valley Senior Center
370 Kings Village Road
Scotts Valley, CA 95066

POSTING:

Agenda Posted at City Hall,
SV Senior Center and SV Parks & Rec
on December 2, 2022

Any documents produced by the City and distributed to a majority of the Board regarding any item on this agenda will be made available at the Parks & Rec Office, 361 Kings Village Rd., Scotts Valley, during normal business hours, Tuesdays & Thursdays, 8am to 12pm.

Senior Board of Directors**City Staff Members**

Ferd Bergholz, Chair	Margaret Schraft, Board Member	Chris Lamm, Public Works Director
Harvey Bustichi, Board Member	Donna Silvia, at-large Board Member	Ali Robinson, Recreation Division Manager
Vacant, Board Member (Reed)	Vacant, at-large Board Member	Darshana Croskrey, Senior Center
Vacant, Board Member (Timm)		Coordinator

Call to Order: 1:00 PM

Roll Call:

Consent Agenda:

Approve Senior Board of Directors meeting minutes of 09-12-22.

Public Comment Time:

This portion of the agenda is reserved for discussion by the public of items which are NOT agendized. No action may be taken by the Board except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. All speakers are requested to sign their name at the podium so their name may be accurately recorded in the minutes of the meeting. A time limit of three minutes per individual will be allowed.

Additions/Deletions to Regular Agenda:

(Any person wishing to speak on the consent or regular agenda may do so by raising their hand as the item is called out by the chairperson.)

Parks and Recreation Report Update: PWD Lamm

Regular Agenda

1. Update to Bylaws discussion
2. Meals on Wheels service discussion
3. Senior Center hours discussion
4. Senior Center Coordinator Report – D. Croskrey

Future Agenda Items

Election of Officers – Chair and Vice-Chair

Adjournment

The City of Scotts Valley does not discriminate against persons with disabilities. The Board meeting locations are accessible facilities. If you wish to attend a Board meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the Recreation office at (831) 438-3251 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a Board meeting be available in an alternative format consistent with a specific disability, please call the Recreation office. The California State Relay Service (TDD to voice: 1-800-735-2929, voice to TDD: 1-800-735-2922), provides telecommunications devices for the Deaf and will provide a link between the TDD caller and users of telephone equipment.



Minutes
City of Scotts Valley
Senior Center Board of Directors Regular Meeting
DATE: September 12, 2022

CITY OF SCOTTS VALLEY

Recreation Division
361 Kings Village Road
Scotts Valley, CA 95066

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Vacant, Board Member (Reed)	Vacant, at-large Board Member	Coordinator
Vacant, Board Member (Timm)		

Meeting Called to Order: 3:04 PM

Roll Call:

Consent Agenda:

M/S: Silvia/Bustichi to approve Senior Board of Directors meeting minutes of 05-31-22. Carried 4/0

Public Comment Time: None

Additions/Deletions to Regular Agenda: None

Parks and Recreation Report Update:

- PWD Lamm planned time off due to participating in Iron Man triathlon yesterday
- RDM Robinson staff updates:
 - Recruitments are in progress for an Engineering Associate and Maintenance Worker. A recent new hire of a Senior Civil Engineer is now on board and the department continues moving towards filling vacant positions.
 - New website is in progress the City overall which will include a special Recreation site and the ability to create a Senior Center subpage.

Regular Agenda**1. Introduction of Ali Robinson, Recreation Division Manager**

The Senior Board was introduced to Ali Robinson, the new Recreation Division Manager, and heard about her background in recreation, events, policy, community engagement and the arts

In regards to the Management Partners 2021 Recreation Assessment recommendation of turning the Senior Center over to a Board, Ali informed the Board that she has made a 3-month and 6-month plan with recommendations to move forward with based on Parks and Recreation Commissions priority and staff capacity. The Senior Center recommendation evaluation process will not be started until at least 6 months from now.

2. Update to Bylaws discussion & Code of Conduct discussion

Chair Bergholz and Darshana gave an update of a particular patrons behavior which has led to request

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of a Code of Conduct for the senior center.

RDM Robinson's staff recommendation is to have a Code of Conduct for all Recreation facilities and programs that would encompass the Senior Center. The Board voiced support of a Department-wide Code of Conduct and directed staff to bring a draft back to the Board for input before submitting to City Council.

RDM Robinson listened to the goals of why the board wanted the Bylaws changed and how the redline version came to be. Chair Bergholz explained the redline process was lengthy and was started over four years ago.

Darshana noted the changes came during a time when the Senior Center was thriving with many members. Darshana highlighted some of the goals of the Bylaw updates:

- the age of the bylaws were outdated
- evaluating class structure and potential fee changes to align with Recreation
- The ability to ask demographic questions and get survey results to hear what the members want
- Adjust/update the positions titles due to the restructure within Public Works

Chair Bergholz directed staff to distribute the current redline version to all Board Members and to bring back on the next meeting agenda.

3. Membership Application Board Approval Process discussion

Darshana gave a background on the membership application process. The concern is there is currently no avenue to cancel or revoke a membership.

RDM Robinson's staff recommendation is that the Recreation Code of Conduct have a section on violations including escalation steps about revoking of memberships/participation. The Board gave their support and agreed there is no need to have new memberships be approved by the Board.

4. Meeting Date & Time Discussion

The regular meeting time is not working for all members of the Board.

RDM Robinson noted that the preferred time for 2023 should be included in the Bylaws that will be adopted by City Council.

The Board directed staff to cancel the remaining regular scheduled meetings for October, November and December and create Special meetings on the First Tuesday of the month at 1pm.

5. Senior Center Coordinator Report – D. Croskrey

Darshana gave a stack update

- Volunteers and staff need tools to deal with challenging visitors and request a training on safety
- The Senior Center is still building back after covid and is starting to fill in classes and activities
- A new technology class has started addressing senior safety in recognizing online scams
- A new returning writing class is starting this month which will bring new participants and non-members making connections through storytelling
- Dave Andrews, beloved member, has passed away and will be missed
- The Recreation Division is waiting to hear the results of a grant applied to in August to buy new

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- equipment such as a refrigerator
- The City has installed a new phone system and new VOIP phones have been installed in the Senior Center. Darshana praised the vendor CYAS Tech as being great to work with in setting up the system.
 - A member is trying a new collaboration with the Highland Senior Center to share events such as tea at Highlands Park and lunch at the Scotts Valley Senior Center.
 - The Highland Senior Center is having a grand opening in November and an invitation is forthcoming.
 - We will be sending renewal notices for annual memberships dues.
 - In October Darshana would like to host the Thank You to sponsors suggesting a date of Wednesday 10/26 5:00 to 7:00 p.m.
 - The Board decided to have a separate Annual Membership meeting in December and not combine the two events.
 - There's a new City Manager with her biography and intro in the September newsletter.
 - There is a new survey system that the City is using to collect quick information called FlashVote

Board member Silvia complemented Darshana and Becky on a fine newsletter of such high quality.

Future Agenda Items

Election of Officers – October 2022 meeting

Meeting Adjourned: Chair Bergholz to adjourn at 4:17pm. Carried: 4/0

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