

TRUMBULL SENIOR CITIZEN COMMISSION
MINUTES
November 18, 2011

Commission members in attendance: Linda Ciocchi, Chairperson; Joan Mehlhorn, Vice Chairperson; Dee Chiota; Connie Cleary; and Dorothy Merritt, Alternate.

Commission members not present: Helen Weinstein, Secretary; Amy DeZenko; Fran Hanna; Gary Raytar.

Public Attendance: None

Meeting called to order: 10:07AM

Public Session: None

Approval of Minutes:

Amended the minutes of October 28, 2011 as follows:

Page 2, Under Treasurer's Report, First Paragraph, change "... the monthly budget reports." to "... *the Director's monthly budget reports.*"

MOTION made by J. Mehlhorn to accept the minutes of October 28, 2011 as corrected, seconded by C. Cleary.

VOTE: Motion carried unanimously.

Chairman's Report:

L. Ciocchi distributed a copy of the Trumbull Senior Center Survey, and the Commission reviewed same for updates and/or changes. Several ideas were discussed; unanimous interest was expressed in adding memoir writing and genealogy to the list of programs offered to Senior Center members. The revised survey and associated recommendations will be forwarded to J. Ferreira for finalization.

Secretary's Report: None.

Treasurer's Report:

D. Merritt noted errors in the accounting reports submitted together with the Director's Report for November 2011. Discussion followed as to specific guidelines and suggestions to eliminate errors and confusion on these monthly accounting reports. Because of the difficulty in retracing the cash flow, the commission agreed that the Director should work forward with a start date of 12/5/11. Using cash register receipts and daily close-out procedures from that point forward, a better record of the Snack Bar expenses and proceeds can be kept. D. Merritt agreed to meet with J. Ferreira to discuss same. C. Cleary questioned the source of funds for the Snack Bar till, and discussion followed centered on whether the Director had a petty cash account available. D. Merritt again agreed to bring these questions to J. Ferreira for discussion so that better accounting procedures can be implemented.

Center Director's Report:

The Director's Report for November 2011 as submitted by J. Ferreira (copy included with minutes as filed at Town Hall) was distributed. Discussion turned to the topic of recent cuts in nutrition program funding which has resulted in a cancellation of Thursday's lunch program. L. Ciocci confirmed that the Director has attempted to cover the Thursday lunch demands with an expansion of the Snack Bar service on that day; however, the chef is a volunteer and the volume increase is substantial. D. Merritt noted that the lunch program asks for a donation from patrons but that the Director confirmed there was only modest compliance. The Snack Bar fees, although minimal, are higher than the requested donation and many of the seniors are disappointed in the increase in cost, as payment for Snack Bar fare is not optional. Nevertheless, all agreed that the Center should continue the expanded service for Thursday.

MOTION made by L. Ciocci to provide financial assistance to J. Ferreira so that the Center can continue providing expanded Snack Bar services on Thursdays, seconded by J. Mehlhorn.

VOTE: Motion carried unanimously.

Center Director J. Ferreira joined the Commission meeting briefly to inform the group of the new tax burden on Yoga programs as mandated by the State of Connecticut. Per her recommendation, the Senior Center programs currently labeled "yoga" will be renamed "strength and cardio" to avoid this new tax.

D. Merritt pointed to a needed correction in the Senior Center Newsletter advertisement for Judge Chiota, a copy of which was included with the Director's Report. D. Chiota confirmed that the addresses for the two services offered by Judge Chiota were incorrectly featured, and she agreed to bring to the attention of the Director the necessary corrections.

Old Business:

Memorial Plaque Sub-committee Representative C. Cleary announced that the plaque has not been installed, and requested a review of the June 24, 2011 Commission Meeting minutes as pertained to the vote to include on the plaque a date designation. D. Chiota confirmed same from a copy of said minutes. Discussion followed.

MOTION made by C. Cleary to include a subheading plate on the Memorial Plaque to read "Established June 2010", seconded by J. Mehlhorn.

VOTE: motion carried unanimously.

L. Ciocci directed the Commission's attention to a review of the Draft Senior Center Informational Brochure previously distributed to each commission member. Discussion followed at length, and many changes/additions/corrections were agreed upon. A copy of the corrected Draft Brochure will be submitted to the Director by L. Ciocci for review.

During discussion of the draft brochure, C. Cleary expressed concern regarding recent cancellations of planned special events because of what is characterized as "poor level of interest". She clarified that many seniors were not receiving notification of these events with sufficient forewarning and, therefore, had scheduling conflicts. D. Merritt confirmed that a section of the newsletter targeting "Upcoming Events" could help encourage participation. L. Ciocci mentioned that the Connecticut Post features a section on "senior news" and noted that the Trumbull Senior Center activities formerly had been included in this section. She promised to bring this topic to the Director for further investigation.

New Business:

L. Ciocci informed the Commission that three large ornamental trees have been donated to the Center by Gail Ondy and that the plants needed proper potting and would be easier to care for if wheeled stands were purchased. Discussion followed on precise procedures for purchases made by the Commission. D. Merritt suggested that the petty cash funds are available to the Commission and do not require Town Hall approval. D. Chiota suggested that the Commission confer with Maria Perez and/or Dawn Savo of the Finance Department to assure compliance with proper purchasing procedures, and she agreed to follow through with this suggestion.

MOTION made by D. Merritt to purchase planters, rolling stands, and sufficient potting materials to care for the donated trees with a petty cash amount no greater than \$200, seconded by C. Cleary

VOTE: Motion carried unanimously.

D. Chiota informed the Commission of the death of Commission Member F. Hanna's daughter and suggested a sympathy card be forwarded from the Commission. This request will be forwarded to the Secretary.

The next Trumbull Senior Citizen Commission Meeting is scheduled for Friday, December 16, 2011, at 10:00AM.

MOTION was made by J. Mehlhorn to adjourn the meeting, seconded by C. Cleary.

VOTE: Motion carried unanimously.

Adjourned: 11:55AM

Respectfully submitted,

Diane Donahue, Clerk

**SENIOR COMMISSION MEETING
NOVEMBER 2011
DIRECTOR'S REPORT**

MINUTES-

Under financial report please include ending balance of \$22,900.87 in the report. Ms. Merritt will confirm this Total.

FINANCE REPORT-

Received a fifty dollar donation from Lord Chamberlain In appreciation of performance by Smile-A-While.
Total deposit for adds and donations this month is \$4415.00
Donation for \$2,000.00 was received from SWACCA For senior center educational nutrition programs.
I was requested by the Town's finance Department to Send the check to them and they deposit it. I will include It in my financial report and will follow up on when the Check was deposited or when it will be deposited.

DIRECTOR REPORT-

The Senior Center participants are upset that nutrition will Be closed on Thursday's and that they want to continue coming in but will need lunch. I suggested they could eat in our snack bar. The problem is that they were making a donation at the nutrition program and now they must pay for the meal. We have been struggling to keep our snack bar prices down to the point we are not making a profit. The nutrition program was federally subsidized and seniors were giving a nominal donation of a dollar or two. These seniors are not happy with paying three dollars for lunch. We currently have participants buying a meal and splitting it with one or two others. We also have people bringing their own lunch from home and asking for plates, spoons, forks cups and napkins. We don't deny these items to our participants but it is beginning to add up. We provide small cups at the water fountains and they go to the snack bar window asking for large cups so they can take their meds. All the card players and exercise people come in for cups daily. I will have to review operation expenses and profits and see Where we can make changes without raising prices. Mr. Ratar Will be assisting me with this matter.

- There will be a Christmas party on December 16, 1 PM. A five dollar fee will include chicken dinner, gifts and
- Holiday Bingo game December 9 at 1 PM.

OLD BUSINESS-

None.

NEW BUSINESS-

Trumbull Senior Commission Special Agency- 7213-1300-75-522205

November 2011

Date	Description	Reqs (-)	Deposit (+)	Remarks	Balance
					\$10.00
4/8/11	week ending sales		\$10.00	food sales	\$20.00
4/25/11	week ending sales		\$10.00		\$30.00
4/25/11	snack bar suplies	←	\$10.00	purchase soda, tuna, tea	\$40.00
4/29/11	week ending sales		\$10.00	food sales	\$50.00
4/29/11	snack bar suplies	←	\$10.00	lettuce,cuke,bread, kerig cups reg/dec	\$60.00
5/6/11	week ending sales		\$10.00	food sales	\$70.00
				BEGING BALANCE	\$10.00
10/7/11	FOOD SALES		\$12.00	SALES WEEK ENDING 12/7/11	\$22.00
10/14/11	FOOD SALES		\$15.25	SALES WEEK ENDING 10/14/11	\$37.25
10/16/11	K KUP REFILLS	\$36.99		COFFEE REFILLS	\$0.26
10/18/11	FOOD SALES		\$34.00	SALES FOR WEEK 10/21/11	\$34.26
10/21/11	SUPPLIES FOR CAFÉ	\$29.78		PURCHASE BEEF, BREAD, PASTA ETC	\$4.48
10/25/11	FOOD SALES		\$10.25	SALES WEEK ENDING 10/25/2011	\$14.73
11/10/11	FOOD SALES		\$17.57	SALES WEEK EN DNG 10/25/2011	\$32.30
11/14/11	food purchase	\$23.22		rolls, hotdogs, mayo	\$9.08
11/18/11	FOOD SALES		\$30.25	food sales for week	\$39.33
11/18/11	food purchase	\$29.43		lettuce, tomato, beef, chicken, bacon etc	\$9.90

November 4, 2011

First Selectman, Timothy Herbst
Town of Trumbull
Quality Street
Trumbull CT 06611

Dear Tim,

I thank you for the prompt handling of the problems created by the recent storm + keeping us apprised of efforts as they progressed.

I personally wish to call attention to Jean Ferreira + the staff at the Trumbull Senior Center for their aid to those in need of necessities during several days without power, heat, + food.

We intended to use the facility on Sunday after speaking with Jean who invited us to come in. However by the time we could leave home we were fortunate that our power was restored. When a few hours passed + we had not arrived (although she was otherwise occupied) Jean herself phoned to be sure we were alright. She tends her flock well with sincere compassion + caring + it should be noted that the needs of the seniors are being met + appreciated.

When we pour our blessings we think of the Trumbull Senior Center + our good Town of Trumbull.

Sincerely,

Audrey + Andy Bajoros

cc: Jean Ferreira

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TRUMBULL

SENIOR CITIZEN NEWSLETTER

23 Priscilla Place, Trumbull, CT • Open Monday through Friday 9:00 a.m. – 4:00 p.m.

Tim Herbst.....	First Selectman.....	203-452-5005
Jean Fereira.....	Director/Editor.....	203-452-5199
Diane Donahue.....	Program Coordinator.....	203-452-5199
Sharon Miller.....	Transportation Dispatcher.....	203-452-5137
Linda Ciocci.....	Senior Commission Chairperson.....	203-268-0265

DECEMBER 2011

Reminder*** the Senior Center will be closed on Monday, December 26 and Monday, January 2 for the holidays.

● **CHRISTMAS PARTY- DEC. 16 AT 1 PM.**

Chicken Dinner and music by Richard Jones.

Advanced tickets only, tickets will not be available at the door. Tickets may be purchased at the main office **\$5.00 per person**. For more information please call 203-452-5199.



Season's
Greetings To

All Of Our Friends

● From the Staff of the ●

◆ Trumbull Senior Center ♥

● Trumbull Senior Commission ●

◆ Jean Fereira ♥ Sharon Miller ◆

● Diane Donahue ● Dominick Galletti ●

◆ Joe Guerini ● Becky Manotne ◆ Bob Sherwood ◆

● Donald Darling ● Richard Jones ◆ Jennifer Gillis ●

Beth Aerson

Gail Ondy

Judy Lock

Gail Johnson

And All Of Our Volunteers

● **MEETING ROOM WILL BE CLOSED**

for AARP Income Tax training

Wednesday, December 7

Thursday, December 8

Friday, December 9

Thursday, January 5

Friday, January 6

● **CHRISTMAS BINGO GAME-**

December 9, at 1 PM in the nutrition room.

Refreshments and plenty of prizes. Come enjoy an afternoon of fun and games. Games are free of charge and you must be a member. You must call 203-452-5199 and make reservations in advance (provide your membership number at the time of reservation).

● **NOTARY PUBLIC AVAILABLE-**

Monday through Friday. Please call 203- 452-5199 for an appointment. There is a \$5.00 fee for each transaction. There is an exemption for military.



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Travel Corner

The senior center contracts with individual travel agencies. Upon registration you will be informed of the tour company to which your check is to be made payable. All trips have limited seating and are on a first come first serve basis. For more information call 203-452-5199.

December 7, (Wednesday) Newport Playhouse "Never Get Smart With An Angel" \$73.00 p.p.
This funny play is a winner all the way! Salvatore, Carmine, Paolo and Dorothy will keep you laughing- and, of course, Sal's deceased wife who is an "angel," but not angelic! Lunch includes an extensive, hearty buffet that does not skip on quality or quantity. Everything prepared on the premises.

THE TRUMBULL ARTS COMMISSION PRESENTS

**"Eight to the Bar" January 22, 2011 at 1 PM Cabaret
Center at 23 Priscilla Place
A mix of swing, jump, blues, jazz, rockabilly,
fifties-style Classic and r&b
Cabaret seating, bring your own refreshments. Pre purchase of
tickets is necessary, \$5.00 per person. Call Emily at the Arts
Commission office at 203-452-5065.**

Hon. John P. Chiota Attorney At Law

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