

SANTA CRUZ COUNCIL ON AGING
125 MADISON STREET
NOGALES AZ., 85621
BOARD OF DIRECTORS MEEETING

DATE: NOVEMBER 12, 2014

I CALL MEETING TO ORDER @2:30 P.M.

11 ROLL CALL OF MEMBERS:

	PRESENT	ABSENT		PRESENT	ABSENT
DR.M. VARONA, PRES.	X		JUAN MARTINEZ		X
CESAR PARADA	X		RUDY MOLERA		X
JENNIFER ST. JOHN, TREAS.		EX	DR. A MONTIEL, VICE PRES.	X	
APRIL BATRIZ	X		HECTOR RAMIREZ	X	
IRMA BACHELIER	X		ELVIA RODRIQUEZ	X	
JOHN DOYLE	X		LINDA RUSHTON		EX
CECILIA KORY	X		NORMA SILVA		X
ESTHER MORALES	X		NORMA AHUMADA	X	
MARTA VALENZUELA		EX	LORA J. ZEINUN	X	

111 QUORUM YES NO

III PLEDGE OF ALLEGIANCE DONE

IV ADOPTION OF THE AGENDA

MOTION: DR. MONTIEL

SECOND: E. MORALES

DISCUSSION: DR. VARONA REQUESTED PERMISSION TO REARRANGE THE AGENDA TO INCLUDE THE NOMINATION OF NEW BOARD MEMBERS AS FIRST LINE OF BUSINESS.

MOTION CARRIED

V CALL TO THE PUBLIC

Mr. Jesus Kataura was recognized and introduced information of Revenues and Expenses of the Program year 2013 – 2014 – 07/01/13 to 06/30/14. This is the same data sheet that was included in a packet that Mr. Katuara gave to the Board at the October 22, 2014 meeting. (See Attached)

Dr. Varona then requested that we move to X - NEW BUSINESS C

DISCUSSION OF BOARD MEMBERSHIP

DR. VARONA ASKED FOR A MOTION AND SECOND TO INCLUDE MARTA VALENZUELA AND NORMA AHUMADA AS MEMBERS OF THE BOARD.

MOTION: MS. KORY

SECOND: MS. BACHELIER

DISCUSSION: DR. MONTIEL COMMENTED THAT THEY BOTH WILL BE A GREAT ASSET TO OUR BOARD. MOTION CARRIED

VI APPROVAL OF MINUTES (OCTOBER 22 ,2014)

MOTION: MS. KORY

SECOND: MS. RODRIQUEZ

DISCUSSION: NONE MOTION CARRIED

VII TREASURER REPORT of NOVEMBER 12, 2014

MS. ST. JOHN WAS UNAVAILABLE DUE TO THE ILLNESS OF HER MOTHER. THE TREASURER REPORT WILL BE TABLED UNTIL THE DECEMBER 10, 2014, MEETING. DR. VARONA SAID THAT HE WILL REQUEST MS. ST. JOHN TO E-MAIL THE NOVEMBER SPREAD SHEET TO ALL MEMBERS AS SOON AS POSSIBLE.

Ms. Batriz reported that the Wells Fargo Grant Application for \$5,000.00 has gone through and waiting for some information. This Grant will include a commercial dishwasher and assist in the cost of the congregate meals.

MOTION:

SECOND:

DISCUSSION: REPORT TABLED

MOTION CARRIED

VIII PRESIDENT'S UPDATE

1. Mayor Elect John Doyle was congratulated by the Board on his victory and best wishes in his future role.
2. All people are invited to a "Linda Rushton" birthday party at the Quality Hotel Americana on January 30, 2015, 8:30 P.M. until Midnight, No Gifts, and a \$15.00 donation at the door which will go directly to the Nogales Senior Center.
3. On November 31, 2014, the Center's insurance policy expires. The policy for the next year has increased its premium \$5000.00. The Board has made a new application with the

present data of this fiscal year and is waiting for a response. New estimates are also being secured from other companies.

4. The Board received a letter of engagement from Jackson-Lewis concerning an employment issue and Dr. Varona requested that Ms. Kory, Ms. Ahumada and Ms Zeinun review and analyze this letter.
5. At the October 22, 2014, meeting, Mr. Jesus Kataura distributed a packet to each Board member of which will be discussed in an open meeting in December in a special meeting. the Board consulted with an attorney. The meeting is December 10, 2014.
6. The television area carpet was removed due to the presence of mold. Dr. Montiel stated that a throw rug will be purchased to cover the unmatched tile for the time being. The TV will be turned on tomorrow – Nov 13, 2014.
7. The SEAGO Executive Committee will meet at City Hall on November 21, 2014. It is an open meeting.
8. Dr. Varona encouraged all Board members to volunteer at lunchtime and support the Center.
9. The Board wished Danny Knoblock, son of Lupita Knoblock, who is recuperating after a very serious illness. The Board is also very appreciative of Lupita who has secured a \$50.00 credit card and a cake from Walmart each month in support of the Center.
10. A 30 piece orchestra from the Technology School in Nogales, Sonora, will play a concert at the Center on November 14, 2014, during the lunch hour.

IX OLD BUSINESS

A, HEALTH ACTIVITIES/TEACHING UPDATE

On December 11, 2014, Mariposa Health Center will offer an educational session on Mental and Emotional Health and the Elderly @12:15 P.M. Dr. Bejarano will give the lecture.

B. AUCTION OF CENTER VEHICLES

Two offers of \$4000.00 and \$4,500.00 for a 2006 gray van and a 2007 white van have been received. Mr. Kataura bid \$5000.00 for both and Dr. Varona will advise if there are any other bids.

C. UPDATE OF SCCOA BYLAWS

The Bylaws have been retyped by Marta Valenzuela and been review by Daniel Arana, Esq. His recommendation is a statement on fund raising and some employee policies. Ms. Kory and Marta Valenzuela will review and make recommendations.

D. REMOVAL OF FOOD FROM THE CENTER AFTER LUNCH/POLICY WITH POSSIBLE MOTION

The policy is after discussion with the clients that no food that is prepared in the Center's kitchen may be removed in SCCOA containers, however, if the client wishes to bring their own container from home, they may take their leftovers home.

MOTION: DR. MONTIEL

SECOND: MR. RAMIREZ

DISCUSSION: NONE

MOTION CARRIED

E CLOSURE OF CENTER OVER CHRISTMAS

The Center will be closed from December 19, 2014, and open on January 5, 2015.

- F TICKET SALES FOR THE THANKSGIVING AND CHRISTMAS MEAL
Each Board member received a packet of 10 tickets at \$10.00 apiece for the Thanksgiving meal. The meal may be picked up from 11:00 to 11:40 A.M. if the ticket holder will not eat at the Center.
- X NEW BUSINESS
- A CONFIDENTIALITY STATEMENT IN EXECUTIVE SESSIONN
This item was tabled and will be addressed with the Bylaws.
- B COMMUNITY BANK PAID VOLUNTEER AND JOB DESCRIPTION
The Community Food Bank sends volunteers to the Center who are oriented by Dr. Varona, Dr. Montiel, and Mr. Ramirez. They now have a job description which guides their activities.
- C This item was discussed with Board membership.
- D COMMUNITY BLOCK GRANT REPORT
On November 3, 2014, at 6:00 P.M., there was a meeting at City Hall to discuss the Centers request for funding which included kitchen remodeling and a new roof for the amount of \$68,000.00. Dr. Montiel gave a very good presentation. It was very informative as what this block grant is and its process.
- XI FUTURE AGENDA ITEMS
- A A special meeting on December 12, 2014, @2:30P.M. that will address the Employee issue with Mr. Kataura presenting his packet only.
- B There will be a financial update.
- XII NEXT MEETING
December 10, 2014 @ 2:30 P.M.
- XIII ADJOURNMENT
The meeting was adjourned @3:44 P.M.
MOTION: DR. MONTIEL SECOND: MS. MORALES

Respectfully,

Lora J. Zeinun