

**Elderly Commission****Regular meeting****January 9<sup>th</sup> 2024****Oxford Senior Center**

**Present:** Rae Bailey, Joyce Niestemski, Sue DeScheen, Don Mayer, Betty Andrews, Sandy Arburr, Edee Witham(facetime)

**Absent**

**1 Call to order/Pledge of Allegiance**

Meeting called to order by Joyce Niestemski at 9:30

**2. Amendments to the agenda: none**

**3. Audience of Citizens Peg Hamila, Karen Schmezele, Catherine Cervera**

- **Karen-** tired of all moaning at the center
- People need to be patient in transition period, have lost some members
- Center needs an assistant Director, could we consider a temporary person
- Center is running well but Sandy needs help
- Christmas party not as well attended as other years but was a good time
- Why don't we have entertainment at lunches?
- Likes all lunches but could we have them on different days so it doesn't conflict with walking group. Walking group was cancelled 3 times, suggest lunch be at 12:30
- The center should have a wheelchair in building
- **Catherine-** When are we going on trips? Trips need to be researched

Joyce's response:

- Sandy does need help- Town Hall is sending someone for 1 hour to cover Sandy lunch
- Where are jobs for volunteers?
- More regulations than anyone realizes- Joyce and Sandy should make list to determine help
- Suggest a meeting with George Temple, Selectman
- Christmas Party- There was enough room for dancing even though we had ½ room, Raffles were the best ever
- Kindness needs to be present
- Will move dinner after walking group to 12:30

**4 Review and Approval of Minutes:**

Minutes approved with a motion by Sue DeScheen and a second by Don Mayer. Motion carried.

**5 Correspondence: None**

**6 Municipal Agents Report:**

- Most calls are for adult day care centers, rebates
- Would like to have a health fair in the future
- Renter's rebate is the next resource available for Seniors
- Work continues slowly to build resources for educating Oxford Seniors on resources available
- Calls regarding assistance and referral services for loved ones that are struggling with Dementia continue to rise

**7 Director's Report:**

**Membership:** The 2024 Membership is now underway- Reminders have gone out in the January/February newsletter, 292 Members have renewed to date. We will run renewals through the end of January 2024

**Donations:** Donations in the amount of \$30.00

**Tax Preparation:**

Information was provided for this year's tax returns in the Newsletter. We have the materials available at the center and have received many inquiries.

**Programming:**

**New England Young at Heart Generations Table Program:**

- **The grab and Go meal program:** We have had inquiries and serve approximately 5 clients. The meals are picked up; Thursday between 1 and 2 at the center. I included the January menu and some bolded information about the program in the newsletter. I have been receiving some feedback from individuals interested in the program that the ordering process has not been easy and that they often are unable to access the email to submit orders and phone calls are not returned. I will be following up; with Elaine Marcucio regarding this matter to try to resolve.
- **Center Café:** Elaine Marcucio has decided that with the lower numbers that the center has been getting for the Center Café, she was not able to support a dedicated staff member transport and serve their food. The Center Café had been suspended until further notice and will be replaced as appropriate with the Monthly Commission sponsored meals. These meals come at a cost of \$5.00 opposed to \$8.00 for the Center Café
- **The Senior Chorus:** Diane Gray has provided me with notification that she will no longer lead the Senior Chorus. Diane has notified the members of her group. I would like to thank Diane for her dedication as the Chorus Director for the Oxford Senior Center over the past few years.

**Motor Coach and Extended Trips:** -Many members have made suggestions for trips and travel. The most requested have been the Casino and day trips. I will be looking to begin scheduling in the Spring of 2024.

**Caribbean Cruise-** April 7, 2024. Caribbean Cruise is now closed and final payments have been received and reconciled, most travelers are paid up but a few need to be contacted. the meeting has been scheduled for February 29 and notice has been put in the newsletter for travelers

**Trips/Travel-Reimbursement Policy-ONGOING**

A policy has been drafted for reimbursements for trips, travel and events at the center, there have been several instances where individuals are signed up; for a trip or event and cancelled last minute and expect a full refund we have clarified in the November/December newsletter and in our advertising that when the cancelation is last minute and no replacement can be found the money is not refundable, this is also the case with folks who arrive late-miss the bus and request a full refund, this needs to be addressed in the Senior Center Member Handbook being created and also as we advertise trips at the center.

**January/February events**

- Diamond painting Classes will be held in both January and February. Project has been selected and needs to be signed up for prior so that we can order appropriate materials. Larger more invested projects are being conducted for Diamond Art for these 2 months as a trial.
- A New Years Eve Brunch will be held on Tuesday January 23<sup>rd</sup>
- Winter Soup Thyme will be held on Tuesday, January 30<sup>th</sup>
- Superbowl Party to be held on Thursday, February 8<sup>th</sup>
- Valentines Lunch to be held on Thursday February 13<sup>th</sup>
- Chinese New Years to be held on Thursday February 22<sup>nd</sup>

## Transportation: ONGOING

- Original job description was not approved and a new job description has been drafted and submitted to Town Hall for approval, awaiting approval and posting of position for recruitment.
- The final draft of the Transportation Policy and Procedure including an application is currently being reviewed by Town Hall. Continue pending implementation of this policy. ONGOING
- Vehicles in need of repair and maintenance including tires will be scheduled the week of December 25<sup>th</sup> while the Center is closed
- Bus 1 had the radiator repair completed during the Center closure. Tire's will be scheduled in January for bus 2 due to the shop being closed during the holiday break.

## Facility updates

- 3 lampposts lights were out in the front parking lot have been replaced
- Shelving was put up in the Utility Room to increase storage space
- the week of December 25<sup>th</sup> the center closed for a deep cleaning. A quote was obtained and provided to Town Hall for approval. A candidate for the deep cleaning has been identified and is pending acceptance of the job and approval. At this time the cleaning will be scheduled. Re-organization and purging of old items as completed.
- The center is currently being reviewed for changes, reorganization and deep cleaning during the holiday closure. We are having some difficulties obtaining a service for deep cleaning but are awaiting call backs.
- HVHD requirements for supplies have been ordered and received. Training for kitchen volunteers is pending at this time.,
- On December 18<sup>th</sup> with the heavy rains the center sustained significant leaks in the Transportation Office and lady's restroom. It was later determined that this was a result of the roof needing repair. Additionally, the men's rest room had a significant leak that was later determined to be a result of a failure of the Heating Cooling System for this area. We are awaiting the part for replacement. Ceiling tiles have been ordered and received for the center to replace the damaged ones.

## 8 Budget Review:

Vehicle repair, facility maintenance, next year there will be a postage increase

## 9. Old business:

- The hours for the drivers are equal
- New person shoveling did a great job

## 10. New Business:

- Need to buy wheelchair that will be kept at the center
- What are regulations when people are nasty? Can Director remove people from premises. No one should be insulted. Commission needs guidelines
- People would like notices of springtime and summer trips so planning can be done
- We presently have 4 drivers and 3 vehicles

## 11. Other Business: none

## 12. Adjournment:

Meeting adjourned at 11:15 with a motion by Betty Andrews and a second by Don Mayer. Motion carried

Respectfully Submitted,

Kathleen O'Connell

Clerk

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