



MINUTES

North Little Rock Senior Citizens Commission

September 24, 2018, 3:00 PM

Hays Center

The Senior Citizens Commission meeting was called to order by Dick Blankenkemper at 3:00 PM.

Present were: Belinda Snow, Dorothy Romes, Dick Giddings, Marleene Calvin, Virginia Raum, Murry Witcher, and Dick Blankenkemper. Eddie Powell and Robert Barnes were absent. A quorum was declared.

A motion was made by Virginia Raum to excuse absences. The motion was seconded by Dick Giddings. Motion passed unanimously.

A motion was made by Murry Witcher to approve the minutes of the previous meeting. The motion was seconded by Dick Giddings. Motion passed unanimously.

Hays Center Director, Bernadette Rhodes, gave a brief overview of the financial information and bank accounts reporting that all financials are in good order. The ballroom floor is expected to be replaced by the end of this year. Furniture replacement for the gallery is planned for 2019 budget, decision made on patterns. The water bill has decreased \$250 on average since the repair that was made. Ms. Rhodes will look into the possibility of rain sensors. Senior Citizens Outreach had two CDs maturing in August 2018 and November 2018. Ms. Rhodes will put November CD out for bid through Finance Department.

A motion was made by Dick Giddings to approve the financial report. The motion was seconded by Murry Witcher. Motion passed unanimously.

Ms. Rhodes gave a program update, including a review of her staff report to the Mayor. The program memo and staff report are attached. Tourniquet training will be held on Oct 4th for the staff and is open to all Hays members. Health Fair on October 8th being held in the lobby for Hays Members with 20 vendors. The staff will be hosting a Halloween party on October 31st. Black History Lunch will be headed by Bernice Laney who will help orchestrate the program. Carelink breakfast program is going really well and has continued to sell out.

The Commission reviewed three quotes for the ballroom floor replacement. A motion was made by Murry Witcher to accept Floors First's quote to install our ballroom floor. The motion was second by Marleene Calvin. Motion passed unanimously.

A motion was made by Dick Giddings to purchase 20 tickets for Brother Paul's Fish Fry. The motion was seconded by Marleene Calvin. Motion passed unanimously.

A motion was made by Dick Giddings to purchase 8 tickets to the North Little Rock Woman's Club Fall Follies. The motion was seconded by Marleene Calvin. Motion passed unanimously.

Question was raised into possibly allowing members with both membership types to access the Center during all the Center's open hours on the weekends. The Commission tabled the issue until a possible membership fee increase needed to be considered.

A motion was made By Virginia Raum to adjourn. The motion was seconded by Marleene Calvin. The motion passed unanimously. The meeting adjourned at 4:00 pm.

Prepared by Cherihan Sbait, Hays Center Staff

Approved by Belinda Snow, Secretary

**Patrick Henry Hays Senior Citizens Center and
Mayor's Office of Volunteer Services
Monthly Report – August 2018**

Member Statistics

- Our members logged 12,487 visits to the Hays Center (1,037 more visits than last month).
- 77 new members joined the Hays Center this month for a total of 3,399 active members.
- New member demographics:
 - 30 African American, 32 Caucasian, 6 Asian American, 1 Hispanic, and 8 unknown.
 - The majority of new members were female (50 females and 27 males).
 - The youngest three members to join this month were 50. The oldest was 82.

Deposits

- \$2,815 in new member fees (↓19% from last month, ↑36% from August '17)
- \$9,999 in renewal fees (↑10% from last month; flat with August '17)
- \$2,625 in rental fees (↓38% from last month, ↓27% from August '17)
- \$201 in trip fees (↑403% from last month, ↑379% from August '17)
- \$576 in lunch sales (↓10% from last month)
- \$420 in other revenue (↑216% from last month)
- **TOTAL: \$16,636 (↓6% from last month, ↑6% from August '17)**

Staff

- Beau Cooper started as our new Weekend Coordinator. He is resuming billiards and ping pong tournaments, and possibly adding Pickleball to the tournament rotation. He also conducted a survey to learn what would draw members into the Hays Center on the weekends. He learned that people are most likely to attend the Center on Saturdays, 10am-1pm and Sundays, 2-5pm. The top two activities requested were fitness classes and educational classes. The most popular two amenities for members were the swimming pools and exercise equipment.
- Jagur Klemann started as our Graduate Assistant this month. He is an Master of Public Administration candidate at UA Little Rock, and is also getting his Graduate Certificate in Nonprofit Management. He will be working with us 20 hours per week during two academic semesters at no cost to the City. He'll be helping out at the Center as well as doing some strategic planning and fundraising for Senior Citizens Outreach, Inc. (partner non-profit).

Activities

- Drums Alive class was featured on KATV Good Morning Arkansas:
<https://katv.com/community/good-morning-arkansas/patrick-hays-senior-center-drums-alive-classes>
- Member Vendor Day was held 8/1.

- Flavors Around the World cooking class was held 8/9.
- The 2nd tamale making class was held 8/10. 15 people participated.
- Jermaine Thomas with Studio Time Photography came and made pictures of the seniors for free. It was very popular!
- The senior class of the UAMS Nursing Program began coming to interact with the seniors and learn about senior living and health.

Facility

- Bell Construction has completed renovations to our ladies' locker room and aerobics pool deck. The corroded aluminum door frames in the locker room are gone and area has been retiled. The corroded frame on the pool deck has been replaced and tile repaired. It looks much better.
- Revive Cleaning came and cleaned all our upholstery items and the aerobic pool floor. They are continuing work deep-cleaning several of our carpeted and tiled areas.
- Remaining 2018 facility improvement goals:
 - Replace ballroom floor (Taggart provided the specs for replacing the worn hardwood floor with LVT and I have received one quote so far for \$9,000).
 - Replace/reupholster gallery and lobby furniture. (Commission is considering patterns).
 - Install security camera overlooking parking lot (I have given Triple S Alarm Company the go-ahead to install this but am still waiting for the project to be completed).
 - Replace some of the TVs in the workout area (if end of year budget allows).

Trips

- We provided 23 trips, transporting a total of 214 people and collecting a total of \$586 in trip fees.
- Public senior housing residents traveled to medical appointments (4 trips) and grocery stores (5 trips).
- Our Bean Bag Baseball teams traveled to 9 away games.
- Hays day trips went to Bryant Senior Center for a dance and lunch, Charlotte's for lunch and pies, and Mountain View for folk music.
- After fees, meals, fuel, and driver costs, we spent a net \$948 on our transportation program.

Rentals

- 4 paid rentals
- 2 co-sponsored rentals (NLRFD Promotions & NLRPD for Faye Brown's retirement)
- Total Revenue \$3,900
- Total Retained Deposits \$550

Mayor's Office of Volunteer Services

- Hays Center volunteers reported 1,416 hours this month.

- Received 2 new volunteer applications.

Memo To: North Little Rock Senior Citizens Commission
From: Bernadette Gunn Rhodes
Memo Date: September 19, 2018

The Hays Center has been running smoothly and we are gearing up for some fun events this fall and over the holidays. Average attendance in the last four weeks is flat compared to the same period in 2017. We have been logging an average of 2,612 visits per week over the past four weeks.

I submitted the Hays Center's budget to Finance. The next step is to meet with our Finance Director and Chief of Staff to discuss the budget, then it will go to City Council. Regarding the increased insurance costs that Councilmember Witcher mentioned at our last meeting, our Finance Director will add those increases to each department's budget once the final percentage increase is known.

Our programs are going well. Susan started a new free-form dance workout called "Body Groove." Her first class had about 5 participants. An experienced Scottish Country Dance instructor, Sandy Furrer, initially taught a 4-week dance workshop here, but was persuaded to stay! She has about 8 participants in each class. Our new "Strong by Zumba" class has about 5 participants each class. That instructor is paid by CareLink. CareLink also wants to sponsor an Aqua Zumba instructor. We are looking at some possible pool times for her, including on the weekends.

Our upcoming "Monday Craft Madness" workshops include a Witch Wreath (taught by Chera) and DIY Pain-Relieving Balm (taught by Angela).

As you can see, we have tons of classes going on, so it is difficult to find space for new classes. However, many of the classes/activities have enough space to accommodate more people. So our challenge is not necessarily attracting more classes/volunteer teachers, but getting more people through the door to participate in the activities we offer.

Lunches since our last meeting, our lunches have been averaging a \$14/week profit, which is much lower than normal. The decrease was due to a very expensive meal (omelets) not selling as many as expected, and low participation on another meal (pizza). But the most recent two lunches (Bacon/Spinach Penne and Beans, Greens, and Cornbread) profited \$44 each. Next week we are serving homemade Sloppy Joes with mac and cheese.

CareLink has started a breakfast program at the Hays Center on Monday, Wednesday, and Thursday mornings from 7:45-8:15 am. They pull up under our canopy and distribute the food outside for our members to bring it into the Center. That makes it very visible for everyone coming in. Participation has been decent, with 15-20 breakfasts distributed each day. Members 60 and older eat for a suggested \$3 donation, and anyone under 60 pays \$5. I have received very good feedback and gratitude from members.

Our volunteer trip coordinator, Ann-Marie LeBlanc, created a promo sheet for the September trips, and that – plus the time of year – has helped trip participation. Members traveled to Quigley's Castle in Eureka Springs yesterday.

Our new Weekend Coordinator, Beau Cooper, is doing well and learning quickly. He has analyzed the results of his survey to find out what might draw more people into the Hays Center on the weekends. He found that most members attend on Saturdays 10:00am-1:00pm and Sundays 2:00-5:00pm. Most are interested in fitness classes or educational classes. Over half of respondents said they came for the pools. That's why we think an Aqua Zumba class might be a good addition on the weekends – it combined fitness and pool time! Beau would also like to play records (LPs) and let members bring their own in to listen to with others. We are on the lookout for a free or cheap record player if anyone knows of one!

Our graduate assistant, Jagur Klemann, is also doing great. He has already secured several sponsorships for our Halloween party and is working on a plan for the rest of our events, as well. He is collecting surveys among members about their transportation needs and can share preliminary results with you at our meeting.

Bell Construction has completed their work on the pool deck and ladies' locker room. I am pleased with the results.

I have three quotes for the ballroom floor replacement to share with you. Regarding the furniture upholstery, I have two samples to show you that would complement the pattern you picked at our last meeting and will present them to you for feedback.

We have had some issues with ballroom lights and the sensor that controls the AV equipment when the room is divided. Jay Stanley's tech fixed the light issue and have quoted us \$468 to remove the sensor and add a manual switch in the control room to set whether the wall is open or shut. This will remove the danger of the sensor getting out of alignment and equipment malfunctioning on an almost daily basis.

We had Revive Cleaning deep-clean all of our furniture (except the gallery, which we are replacing), kitchen and aerobics pool tile, and most of the carpeted areas on the building. The aerobics pool tile is so stained that they could not get all the black stuff off even with all the acid, heat, and chemicals. We may want to consider having that pool floor redone with concrete like in the lap pool, and leveling out the places where water always gathers.

We continue to plan for two big events later this year, a Halloween luncheon on Wednesday, October 31st (11:00am-12:30pm) and an evening Christmas party on Friday, December 14th. We hope you will join us for one or both! Tickets for the Halloween luncheon are on sale now for \$7. The event will include food, performances, games, and prizes.

I look forward to seeing you on September 24th.