

COPY RECEIVED
DATE: 4/21/10
TIME: 5:20 PM
TOWN CLERK'S OFFICE

Minutes
Commission on Aging
Special Special Meeting
Wednesday, April 21, 2010, 4:00 pm.
Seymour Senior Center

Members present: Joan Gee, Harry Marks, Evelyn Molner, Phyllis Jachimowski, Bonnie Wilkes
Others present: Lucy McConologue, Director of Elderly Services
Seymour Senior Center Officers-Bob , Connie Crisculolo, Helen Wlodnek, Carolyn

- Joan Gee called the meeting to order at 4:04 pm.
- All present recited the Pledge of Allegiance.
- **Public Comment**
Bob asked for more than 24 hours notice of a meeting. Joan stated that 24 hours meets the requirement for filing of an agenda. For this meeting, an agenda was filed that met the 24 hour rule. Connie C stated she would like a week's notice of a meeting. Joan Gee again stated the 24 hour rule.
- **Review of letter to Lucy McConologue from First Selectman Paul Roy (attached)**
Lucy submitted a document she prepared detailing her duties as to finances at the Senior Center (attached.) Bob stated he researches prices for trips and events and makes the deposits for trips, etc. Lucy stated she spends time on other issues other than recreation. She states she spends time in her office meeting with residents, making referrals, etc. Connie inquired why a change would occur within a budget year.

A discussion was held as to monies held by the officers of the Senior Center. There are no revenues listed on the town budget collected from the Senior Center; yet monies are collected for membership dues at the Senior Center. Joan Gee inquired if the Senior Center group was incorporated as a 501C group and also inquired if the proper paperwork had been filed with the state. Helen Wlodek, Treasurer, stated she will provide these documents to the Commission by April 28, 2010.

Lucy stated there are 116 paid members of the Senior Center as of this date, up from 73 last month. Lucy will provide an updated number every month when she delivers her report at the Commission meetings. A discussion was held on the issue of paid versus unpaid members. This issue needs further clarification.

Lucy stated she will follow the directives in paragraph three of the First Selectman's letter, but needs further clarification. She requests detailed procedures in writing. The Commission also needs clarification on paragraph three as to funds already held by the Senior Center group as well as funds currently being collected. There was not a clear consensus among the four officers as to their wish to keep funds already held by them. The next general membership meeting of the Senior Center is scheduled for Monday, May 3, at 1:00 pm. This issue will be brought before the general membership at that time. Helen Wlodnek, Treasurer, refuses to release any info at this time as to the amount of funds currently being held. She states this information is released to the membership at monthly meetings. At the next meeting, Helen states her Treasurer's book will be available for the

membership to review. Joan Gee reminded Lucy letter states that information from any groups the Commission. Joan then requested the group. Lucy stated she will provide what she occur at the next meeting of the Commission.

that paragraph two of the First Selectman's using the Senior Center must be provided to minutes of the Senior Center membership has. Follow up to this request will

- There was no additional public comment.
- Motion to adjourn at 5:57pm.
Motion-Evelyn Molner
Second-Harry Marks.
All present in favor

Respectfully Submitted.

Bonnie C. Wilkes, Secretary
Seymour Commission on Aging

Mrs. Lucy McConologue
Director, Seymour Senior Center
Seymour Community Center
20 Pine St.
Seymour, CT. 06483

Dear Mrs. McConologue,

On Tuesday evening, April, 6, 2010, the Seymour Commission on Aging presented its report to the Board of Selectmen. Through this report, it is quite evident that the Commission is working very hard to make the Seymour Senior Center a more vibrant, active, and friendly Center.

The Town Charter requires the Commission to oversee the functions of the Senior Center and its activities. In order to do that, information must be given to the Commission that will help them in their decisions. Any group or organization that is using the Senior Center for activities, must also give the Commission information that is requested.

If any dues or funds are collected for activities, purchasing of equipment, refreshments, salaries, or other expenses in the name of the Seymour Senior Center, those funds must be deposited in an account with a line item through the Finance Department at the Town of Seymour. These funds would only be used for Senior Center Activities.

The Seymour Board of Selectmen has instructed me to send you this correspondence to insure that the Commission on Aging is able to do their job. They need to be able to oversee the activities of seniors and of the Senior Center. We would appreciate your cooperation in this matter, and hope that by working together, the Seymour Senior Center will become a more active and user friendly facility.

Sincerely,

Paul Roy
First Selectman

cc: Joan Gee

PFR/cgb

BREAKDOWN OF FINANCES
Seymour Senior Center
RESPONSIBILITIES

Director

Responsible for the Town Budget as approved by the Town Meeting. Must stay in line item-any items under supplies and Programs must have a purchase order approved by the Finance Director. Since "freeze letter" was received by employees-all purchase orders now must be signed by Finance Director & First Selectman.

Any Grant that can be used for Senior Activities. These funds are deposited in the Town account and Purchase order is used to draw down funds as needed.

Senior Center Group

Funds Collected

Dues

Activities-

Refreshments

Dues are collected in the office and turned over to the treasurer for deposit.

Activities- activities are a "wash" where payment is collected in the office, money turned over to the treasurer who then deposits and makes out the checks for payment.ex-Trips, Luncheons held in house or at a restaurant.

This had been the procedure in handling the funding under the Center that was used when I became Senior Center Director. I at no time was advised that it should be handled in any other manner.

Respectfully

Lucy McConologue

Cc: Members of Elderly Commission
Senior Center Officers
Paul Roy, First Selectman