SENIOR CENTER BOARD OF DIRECTORS MEETING MINUTES
July 17, 2025 3:00 PM
AJAX TURNER SENIOR CENTER

Mission Statement: “to provide a multipurpose facility and services for Seniors that will enhance their enjoyment and quality of life”

In Attendance (alphabetically listed): Rose Bennett, Beverly Guynn, Greg Fryer, Maureen Potter, Otis Sanders, Robin Welch

CALL TO ORDER: Beverly Guynn called the meeting to order at 3:00PM.

ATTENDANCE & VERIFICATION OF QUORUM: Beverly Guynn verified quorum.

PRAYER: Gilbert Pulley

PUBLIC COMMENTS: Gilbert Pulley commented on his opinion that the Center is not providing staff with office space as originally intended, according to blueprint notations, when the new addition was added. He stated that he believes that several staff members do not have adequate space to perform their assigned tasks. He offered suggestions about how space could be more efficiently utilized.

APPROVAL OF MINUTES: After all Board members present confirmed that they had read the minutes as recorded, Rose Bennett motioned that the minutes be accepted, Otis Sanders seconded and the motion was unanimously approved.

INTERIM EXECUTIVE DIRECTOR’S REPORT: Rita Allsop reported briefly on the overall status of the Center in light of the recent resignation of Janet Haase, Executive Director. In addition to some issues with computers she elaborated on required building repairs and projected expenses related to correcting identified problems.

FISCAL DIRECTOR'S REPORT: Rita Allsop / Approve 2025-2026 Budget for the City Ms. Allsop reported that, according to data reflected in the Budget vs Actuals, the Center is on track. The Board then read the 2025-2026 Budget, already approved by the City. Following some discussion in response to several Board inquiries regarding the Budget vs Actuals and the 2025-2026 Budget, Otis Sanders moved that Board concurrence be officially recorded, Rose Bennett seconded with unanimous approval.

STAFF REPORTS:
ADC Director
Membership Coordinator
Development Coordinator
Kitchen Manager
Maintenance Facilities

COMMITTEE REPORTS:
Marketing and Fundraising Committee: Jan Holleman updated on "60th Anniversary Fundraising Event" details. Fees are $75 per ticket, $1,000 fee for a table and $2,000 for sponsorship. Greg Fryer agreed to be a member on this committee.
Operations & Activities Committee: Maureen Potter read report on June Activities to include July 4th Daytime Dance with 177 participants.
Personnel & Grievance Committee: Former Chair Stacy Turner of this Committee has resigned so Rose Bennett was appointed Chair. Howard Welch accepted membership on this committee. Ms. Bennett reported no activity in June.
Building & Operations: Robin Welch reported a 98% completion rate on the Sewing Room move. There remains work to be done to bring the move to %100 completion however.
Membership: Sabine Sanders reported 150 membership renewals and 2591 visits by 1052 individuals.

BOARD DISCUSSION:

1. Search Committee Report: Beverly Guynn reported a strong response to the Executive Director job announcement on INDEED. The consideration of applications and resumes will begin soon. The entire Board has agreed to be the official Search Committee.
2. Rita Allsop's New Position (Interim) should we give some increase in salary? Discussion identified Ms. Allsop's current functioning in the dual role of Interim Executive Director and Fiscal Director. Maureen Potter motioned that Ms. Allsop's salary be increased to $65,000, Robin Welch seconded which was unanimously approved.
3. Jada Moore's orientation & training (New Program Director/Volunteer Coordinator):
Jada shared her 2020 graduation date with her Bachelor's Degree and a varied background with programming responsibilities in several settings.
4. Ryan Pritchett, Kitchen Manager, submitted a 30-day resignation notice so a Kitchen Manager position will be posted on INDEED.
5. Selling of the Center vans: Ms. Guynn reported that van titles will have to be signed over so they can be sold. The proceeds will be put toward the purchase of a larger, handicapped equipped van. The Center vans are old, small and not handicapped equipped making them essentially unusable for Center needs. Howard Welch will get repairs to the 2 vans in preparation for sale.
6. Annual Election of Officers:
Chair Beverly Guynn was nominated to remain in her role as Chair by Maureen Potter, seconded by Otis Sanders and was re-elected by unanimous vote.
Vice Chair was vacated by the resignation of Andrea Herrera. Otis Sanders was nominated to fill this vacancy by Maureen Potter which was seconded by Robin Welch and was unanimously elected to fill this position.
Secretary and Treasurer: Maureen Potter was nominated to remain as Secretary and to serve as Treasurer concurrently by Greg Fryer, seconded by Rose Bennett and was unanimously re-elected to the Secretary position agreeing to be designated Treasurer and signatory to the Center account at Legends Bank. Additionally, both Janet Haase and Tony Jenkins are to be removed as signatories since neither of them are affiliated with the Center any longer.

There is an additional vacated Board position due to the resignation of Stacy Turner. This position will be filled at a later date.
7. Check on ADC Start Date: Unfinished business
8. Check with the city on work orders: Rita Allsop will submit work orders for needed repairs on electrical issues, masonry, cinder block repair, blocked drainage pipes, soffit repair and lawn grading

BOARD ACTIONS:

1. Salary increase for Rita Allsop Interim Executive Director/Fiscal Director
2. Annual election of Board Officers

ADJOURNMENT: Rose Bennett moved to adjourn, Otis Sanders seconded and Beverly Guynn adjourned this meeting at 4:10PM.

*****Next Meeting August 14th 2025**