

**Senior Activity Center**  
**Board of Directors Meeting Minutes**  
August 10, 2020 at Senior Activity Center (outside)

***Board Members:***

*Present:* Ernie Naftzger, Diane Bilyeu, Pam Landon, Lorraine Winters, Darrell Brown, Sue Miller, Councilman Rick Cheatum, Councilman Roger Hernandez, Anita Valladolid

*Excused Absent:* Marjean Waford, Nancy Ellis and Commissioner Tovey ***Quorum present?*** Yes

***President called the meeting to order with a moment of silence at 9:00 am***

***Diane Bilyeu moved to approve the July minutes, and Sue Miller second; motion carried***

***Chief Executive's Report by Ernie Naftzger***

- Ernie alluded to the discussions that were held at Executive meeting.
  - Re-opening committee: Darrell Brown, Diane Bilyeu and Anita Valladolid. Ernie would like to join the committee.
  - Discussed employees, volunteers, and board members traveling to hot spots; they must be quarantined 14 days if they have been to a COVID-19 hot spot.
  - Insert verbiage regarding pandemic or crisis in by-laws.
  - Letter to governor regarding the need to continue working under MDD and additional CARES funding.
  - SAC 2020 Annual meeting.

***Board of Directors, Oath of Office***

*Darrell Brown was sworn into office for a 3 year-term on the board by President, Ernie Naftzger.*

***City of Pocatello, Councilman Rick Cheatum***

- Councilman stated the city will meet on August 13, 2020 to discuss the fiscal budget.

***City of Chubbuck, Councilman Roger Hernandez***

- Roger stated Chubbuck is great!

***Finance Report, Treasurer Pam Landon***

- Pam stated that SAC bank balance in good standing. Expenses for August: \$19,249.64 and Income: \$29,578.23.
- SAC refunded \$106.00 to patron who canceled event due to COVID-19.
- Re-vamping website \$2500.00.
- Investments are great; we have cash on hand if needed.

***City of Pocatello, Senior Building, Ad-Hoc Committee, Councilman Rick Cheatum***

- Councilman Cheatum stated that the committee will meet on August 18<sup>th</sup> at 9:30 am. Public is welcomed! The committee has asked Idaho State University, Idaho Small Business Development Center to combine

business plans of the different senior entities and put together a comprehensive plan. The project is under the direction of Ann Swanson.

- Calvary Church is still on the market.

*Re-Opening Committee:* Darrell Brown, Diane Bilyeu, Ernie Naftzger and Anita Valladolid

- Darrell Brown and Anita have started compiling resources for guidelines to SAC opening; a discussion was held. The committee will meet after board meeting.

*Personnel Committee, Lorraine Winters*

- Everything is good, nothing to report.

*Membership Committee, Nancy Ellis (Anita reported)*

- Due to COVID 19, Nancy has not been able to traditionally seek out new members.

*Manager report by Anita Valladolid*

- See report.

*Darrell Brown, Senior Activity Center By-laws*

- Darrell has been working on the SAC by-laws. Verbiage pertaining to crisis/pandemic was added; a discussion was held. The board thanked Darrell for his expertise. ***Diane Bilyeu moved to approve Senior Activity Center by-laws with amendments, Pam Landon second; motion carried. Pam stated that Marjene Waford, SAC, Secretary needs to sign the amended by-laws that were approved and passed.***

*New Business:*

- SAC website will be revamped by Darrell Brown, he eluded that the company he is working with has not received SAC check; Anita and Pam will follow up on the matter. SAC may have to cancel check and re-write a new one on Friday, August 14, 2020.
- Pam suggested we check into a new phone system due to past phone problems; Anita will research issue.
- A discussion was held regarding annual report; Councilman Cheatum suggested we utilize internet resources to hold an annual meeting.
- Ernie would like acknowledge Majeane Waford for her secretarial duties to the board. He appreciates all her hard work she puts into the minutes.
- Ernie would like to thank Marjeane Waford for her SAC presentation to city council last month; Ernie stated her presentation was good, thorough and effective. Thank you Marjeane!

Meeting adjourned at 10:00 a.m.

Minutes submitted by Anita Valladolid