



SENIOR CENTER ADVISORY BOARD

Stephenville Senior Citizens Center, 164 E. College
Tuesday, December 14, 2021 at 1:00 PM

AGENDA

CALL TO ORDER

REGULAR AGENDA

- [1.](#) Approval November 11, 2021 Board Minutes
2. City Charter Section 32.50
3. Update on new Senior Center
4. Knights of Columbus Donation
- [5.](#) November 2021 Daily Reporting
- [6.](#) Monthly Activity Report November 2021

ADJOURN

Those wishing to address the Senior Center Advisory Board may do so in person. Written correspondence may also be mailed to City Hall or emailed to Kelli Votypka at kvotypka@stephenvilletx.gov. Written correspondence must be received by 9:00 a.m. on Tuesday, December 14, 2021. For alternate arrangements, please contact Ms. Votypka at least 48 hours prior to the meeting.

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.

STEPHENVILLE SENIOR CITIZENS CENTER
ADVISORY BOARD

NOVEMBER 9, 2021 – MEETING MINUTES

- I. CALL TO ORDER: Chairperson, Jan Smith called the meeting to order at 1:00 p.m. Meeting was held in the annex meeting room of the Stephenville Senior Citizens Center. Additional board members present were Joanna Lay, Sheryl Wells, Debby Watson, Marlene Dupas, Dana Worrell and Elizabeth Johnson. City Council member Daron Trussell was present. Staff members present were Kelli Votypka, C.V. Black, Sandy Morgan and Kara Dingman. Guest Monica Harris, Director of Finance was present.
- II. Monica Harris, the Director of Finance reviewed the donations and expenditures of the Senior Center from FY 2015 through FY 2021 and answered questions.
- III. Activity Report: Sandy Morgan reviewed the activity numbers for the center for the month of October with the numbers broken down to identify which activities are the most popular. There were 833 scans in October but there is not a way to identify unduplicated number of attendees.
- IV. The Minutes of the October 12 minutes were approved as written.
- V. Dana Worrell, from Texas Health Resources, reported that 14 people were vaccinated at the Senior Center at the October Vaccination Clinic. Additional, clinics are scheduled for November 17, 2021 and December 15, 2021.
- VI. Discussion on How to Increase Donations – A committee of 3 board members; Sheryl Wells, Debby Watson, and Dana Worrell was formed to explore options for soliciting more funds and will report back next month.
- VII. Overview of Boards and Commissions Handbook. The Boards and Commissions handbook should be used to clarify information about make up and responsibilities of the board. This will include information about term limits and the agenda. Agenda items have historically been referred to the Chair of the Board, however, there was discussion about the need for the City Liaison and Center liaison to be included on any referrals for agenda items. There was discussion about who is responsible for adding agenda items and how each city board is different. A request was made to clarify these roles. Additionally, all agendas and related documents are posted on the city website. Board members can subscribe to the website to review and print the documents.
- VIII. Board Comments:

Darron Trussell clarified the new location for the new Senior Center. He reported that the RRQ was due today (11/9/2021) by 2:00 p.m. Elizabeth Johnson requested

that updates on the progress of the new Senior Center be added to each month's agenda.

Debby Watson reported that the Center will participate in the Downtown Merchants Shopping Spree being held on November 12, 2021. She asked who was responsible for putting the lights up on the square and wondered why the Senior Center wasn't included. It was noted that SEDA was responsible for the lights.

IX. Meeting adjourned at 2:30 p.m.

Stephenville Senior Citizens Center
November 2021

Item 5.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Actual # of Participants																																213
Number of Scans	35	87	45	41	45			29	28	42	0	47			31	102	40	27	80			32	27	24	0	0			35	42	839	
Membership Scans	2	6		2				3		1		1			3				4												22	
Regularly Schedule																																
Daily Activities	8	14	24	23	22			6	7	19	0	28			12	12	22	6	12			11	7	12					13	16	274	
Art Class	12							7							7							7							4		37	
Bingo			11							10							14							12							47	
C & W Dance		47													59																106	
Exercise			15		13					14	10						12		14					8							86	
Silver Classic Movements	14							14							12							11						17		68		
Potluck Lunch																			72												72	
Congregate Meal Program	2	4	3	2	4			3	2	4	2	4			2	3	4	2	0			3	2	3				4	4	57		
Total Scheduled	36	65	53	25	39	0	0	30	9	47	2	42	0	0	33	74	52	8	98	0	0	32	9	35	0	0	0	0	38	20	0	747
Health Services																																
Blood Pressure/Glucose	6																														6	
Covid- 19 Vaccine Clinic																	14														14	
Medicare Solutions																															0	
Total health	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20
Classes																																
Pinspiration Crafts																3															3	
Drawing w/ Donna					8							9							10												27	
Drive Safely																															0	
Texas Health Resource																															0	
Extension Services																															0	
Class Total	0	0	0	0	8	0	0	0	0	0	0	9	0	0	0	3	0	0	10	0	0	0	0	0	0	0	0	0	0	0	30	
Contracted Services																																
Yoga Classes		28		23					26		0					26		23					25		0				28		179	
Zumba Gold																															0	
Quilting Classes			5														4														9	
Pottery Classes																															0	
Contract Totals	0	28	5	23	0	0	0	0	26	0	0	0	0	0	0	26	4	23	0	0	0	0	25	0	0	0	0	0	28	0	188	
Clubs																																
Book Club					7																										7	
Caregiver Support Group																															0	
Club Totals	0	0	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	
Seasonal/Special Events																																
Special Events																											9				9	
Seasonal Events																															0	
Event Totals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0	9	
Off Site Activities																																
Trips													14																		14	
Water Exercise																															0	
Off Site Totals	0	0	0	0	0	0	0	0	0	0	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
Presentation																																
																																5

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Curbside Luncheon																																0
Rentals																																0
Grand Total	42	93	58	48	54	0	0	30	35	47	2	56	14	0	33	103	70	31	108	0	0	32	34	35	0	0	9	0	38	48	0	1020
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Facebook Reached	571	1033	1416	887	531	##	##	423	133	188	675	322	###	##	385	737	252	261	112	63	##	469	302	206	80	2207	972	##	1301	537	18536	
Facebook View	0	13	13	14	14	6	10	3	5	12	7	8	6	13	10	10	3	10	6	3	2	3	6	2	2	0	7	9	8	6	211	

MONTHLY REPORT



Item 6.

DEPARTMENT: SENIOR CITIZENS CENTER

MONTH: November 2021

STAFF REPORTING SANDY MORGAN

DATE AS OF: 12/6/21

METRICS AND REGISTRATION NUMBERS (Month to Month Comparison and YTD)

Metric	COMMENT	2021	2020	Year to Date	R	NR
Actual # of Participants	(Unduplicated Numbers)	213		422	134	79
# OF SCANS IN'S		839	0	10415		
# of MEMBERSHIPS		22	0	354		
NEW PROGRAM	CURBSIDE DRIVE THRU LUNCHEON		188	2236		
	ACTIVITY PACKETS FOR NO INTERNET USERS			448		
SCHEDULED ACTIVITIES	DOMINO & CARD GAMES (20-21) CONGREGAGE MEALS (20-21) EXERCISE (20 -21) SILVER CLASSIC MOVEMENT (21) ART CLASS (20 - 21) POTLUCK (20-21) COUNTRY & WESTERN DANCE (20-21)	747	0	11427		
HEALTH SERVICES	BLOOD PRESSURE & GLUCOSE CHECKS (20) COVID 19 PFIZER VACCINE CLINIC (21)	20	0	141		
CLASSES	PINSPIRATION CRAFT CLASS (21) A & M AGRILIFE EXTENSION SERVICE DRAWING W/ DONNA (21) TEXAS HEALTH HARRIS METHODIST	30	0	265		
CONTRACTED SERVICES	YOGA (20-21) QUILTING W/MARY (21)	188	0	2523		
CLUBS	BOOK CLUB (21)	7	0	373		
SEASONAL/ SPECIAL EVENTS	SPADES TOURNAMENT (21)	9	0	1153		
OFF SITE ACTIVITIES	GRANBURY TRIP (21)	14	0	251		
RENTAL		0	0	770		
PRESENTATION	MEDICARE PRESENTATION	5	0	83		
GRAND TOTALS		1020	188	19218		

PROGRAMS & UPCOMING EVENTS

Movie "Christmas With The Kranks"	Fri, Dec 9 @ 2pm
Holiday Cooking Demonstration w/ Care 'n'Care	Fri, Dec 10 @10a.m.
COVID Vaccine Screening by Texas Health Resources	Wed, Dec 15 from 2p.m. -5p.m.
Christmas Feast	Fri, Dec 17 from 11a.m. – 1p.m.
T'wis the Night Before Murder	Mon, Dec 20 from 5:30p.m. – 6:30p.m.
Meet the Instructor / New Beginner's Quilting Class	Dec 27 @10a.m.

MONTHLY REPORT



Item 6.

MAINTENANCE & FACILITIES

Maintenance	CONTRACTOR	Cost	Budgeted or Non

WINS & CHALLENGES

STEPHENVILLE SENIOR CITIZENS CENTER FACEBOOK PAGE

MONTH/YEAR	FOLLOWERS	LIKES	REACHED	VIEWS
OCTOBER 2021	1312	1203	7401	196
NOVEMBER 2021	1256	1209	18536	211
DECEMBER 2021				

MONTH/YEAR	FOLLOWERS	LIKES	REACHED	VIEWS
JANUARY 2022				
FEBRUARY 2022				
MARCH 2022				
APRIL 2022				
MAY 2022				
JUNE 2022				
JULY 2022				
AUGUST 2022				
SEPTEMBER 2022				