

SENIOR CENTER ADVISORY BOARD

Stephenville Senior Citizens Center, 164 E. College Tuesday, January 11, 2022 at 1:00 PM

AGENDA

CALL TO ORDER

REGULAR AGENDA

- 1. Approval of December 14, 2021 Minutes
- 2. Discussion of New Senior Center
- 3. Survey
- 4. 2022 Program Ideas and Expenses
- 5. Knights of Columbus Donation
- 6. COVID Vaccines at the Senior Center
- 7. Matter of Balance Class
- 8. Rural Caregiver Workshop
- 9. Memorial Plaques
- 10. December Activity Numbers
- 11. Elections of Officers

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, January 11, 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

DECEMBER 14, 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 members Daron Trussell and Ricky Thurman were present. Staff members present were Kelli Votypka, C.V. Black, Sandy Morgan and Kara Dingman.
- II. The Minutes of the November 11, 2021 Board Meeting were approved as written.
- III. City Charter Section 32.50 and Roberts Rules of Order were reviewed and it was noted by Chairperson, Jan Smith, that during the November 11, 2021 meeting these rules were not followed. There was discussion about the funding received from the Knights of Columbus Fish Fry donation. There was discussion about the food at the Country Western Dances. Sandy Morgan reported they were not feeding anyone at the dances.

Ricky Thurman reported that the Advisory Board does not have authority to direct how money is spent, our role is to make recommendations to staff running the Senior Center for the improvement of services to seniors in Stephenville. Any votes taken by the board are non-binding and Kelli has authority to make programmatic decisions.

There was discussion about programs being cut without input from or notification to the Advisory Board.

Sandy reported that she read that she could not charge for Bingo, but now knows she can. Dana reported that there is funding from the ECCB program that could help with the program. There was a request that information about how the ECCB Grant and the NCTAAA grant can be spent be addressed during the meetings.

- IV. Proposals for the new Senior Citizen's Center are due on 12/15/2021. Furniture is not included in the funding.
- V. Regarding the KOC donation, Kelli will check with Monica to see where the money was allocated.
- VI. Sandy reported on activities during the month of November 2021. 213 Unduplicated individuals scanned 839 times during the month. The largest number of participants attended the monthly potluck (72), while the Country Western dances were second highest numbers (47 & 59). Kelli agreed to bring the results of the previously held survey to the January board meeting.

- VII. Board Comments:
- VIII. Meeting adjourned at 2:25 p.m.

STAFF REPORT



SUBJECT: Survey

DEPARTMENT: Parks and Leisure Services- Senior Citizen

STAFF CONTACT: Kelli Votypka

Survey

With a new facility being built in 2022 it is time for the board and staff to begin thinking about programming and facility needs. What are our current services, what is trending and where do we need to be in the future? These are areas I would like for staff and the Advisory Board to begin thinking about.

The best way to get some tracking on direction for programs and services is a survey. We can set this up to be taken online through social media outlets, hard copies for patrons to fill out and maybe working out in the community and visiting with our neighbors face to face.

This is a draft survey to share ideas on what questions can be asked and how specific we can be on seeking information.

- 1. What activities are you currently involved with at the Center? (Can answer multiple questions)
 - Daily (42,84, Hand & Foot)
 - Exercise Class
 - Yoga Class
 - Art Class
 - Contract Bridge
 - Country & Western Dance
 - Health Service (Vision Screenings/Blood Pressure Checks)
 - Bingo
 - Congregate Meals
- 2. If you are dissatisfied with some of the activities offered, how can we improve upon those programs?
- 3. What areas of improvement do you feel needs to be addressed or would welcome more attention? (select only one)
 - The name of the building implies that the Center is only for Seniors
 - The times that activities are offered conflict with schedule.
 - Lack of programs of interest
 - Quality of the facility.
 - Responsive of staff.
 - Other (Please specify)
- 4. In planning for future programs, where should our focus be: (select only one)
 - Fitness programs (Zumba, Jazzercise, Tai-Chi, Swing Dance, Line Dancing)
 - Day and Extended Trips (Museums, Texas Ranger Games, Theatre Productions)
 - Craft Classes (Knitting/Crocheting, Jewelry Making, Wreaths, Working with Essential Oils.)
 - Art Classes (Painting-Oil, Acrylics, Watercolor; Drawing, Photography)
 - Sport Activities (Pickle ball)
 - Social Activities (Movies, Game/Casino Nights)
 - Classes (Gardening, Technology (computer, cell phone), CPR, Cooking Demonstrations)
 - Mentoring Program
- 5. In planning future programs, please indicate the time(s) that work best for you

Morning (8:00 a.m.-12:00 p.m.) Afternoon (1:00 p.m. - 5:00 p.m.) Evening (After 5:00 p.m.)

- 6. What kind of future trips would like to see?
- In order to offer some of these future programs, other locations might need to be utilized. Would you be willing and able to attend these services at another site?
 Yes or No
- 8. Some of these new programs may require a fee. Would you be willing to pay the necessary fees to receive those services?

Yes or No

9. Would you be willing to pay a membership fee if you could get these services at a reduced cost, this would also include rentals?

Yes or No

Grant Expenditures Ideas

January 2022

- Jan 4th (Trivia Day) Trivia challenge with Care 'n' Care 1:30p.m. 2:30p.m.
 - Fruit Tray and Cookies
- Jan 7th Mystery Trip Scavenger Hunt @2p.m.
- Jan 25th Advance Medical Directive @1p.m. 3p.m.
 - Fruit tray and cookies
- Jan 21st Winter Feast @ 12noon
 - Meal ordered from Lila's Bakery

February 2022

- Feb14th Valentine Breakfast Brunch
 - Donuts, Kolashes, Fruit Trays, Milk & Juice
- o Feb 24th- Chili Cookoff
 - Fritos, cheese, fruit tray, vegetable tray, cookie trays.

March 2022

- Spring Feast-March 11th
 - Order from Lila's Meatloaf w/ Cream Cheese Casserole
- March 17th St Patrick Day Celebration
 - Cake, cookies and serve green punch
- Essential Oil Presentation- March 21
 - o Fruit tray and cookies
- Free Facial & Manicures March 28
 - Donuts and fruit tray

<u>April 2022</u>

- April 12th- (Education & Sharing Day) Trivia Challenge
 - Fruit tray & cookies
- Spring Delight- April 8th
 - \circ $\,$ Order from Sodexo- Ham and Scallop Potatoes
- o April 6th- Movie- "Hop"
 - o Popcorn, cookies and healthy bars

<u>May 2022</u>

- May 6th Mother's Day Celebration (High Tea)
 - Various Herbal teas, cupcakes, scones, fruit trays

<u>May 2022</u>

- May 20th Be A Millionaire Day Play Game "Be A Millionaire"
 Fruit tray and cookies
- May 13th -Spades Tournament
 - Popcorn, cookies, healthy bars

June 2022

- June 6th (Drive In Movie Day)
 - o Popcorn, Healthy snack bars, water and Gatorade
- June 3rd National Game Day –Scattergories w/ Care 'n'Care
 - o Cookies, Health Snacks and popcorn
- o June 17th Father's Day Celebration (Antique Cars & Rootbeer Float)
 - Fixing for rootbeer floats, healthy snack bars

<u>July 2022</u>

- July 16th Tournament 42 Tournament
 - o Cookies, healthy snack bars
- July 8th Summertime Fest
 - o Hamburgers & Fries
- July 26 (Bagelfest Day)
 - Various bagels, butter, jellies

August 2022

- August 3rd (Watermelon Day)
 - o Watermelons
- Fall Feast- August 12th
 - o Meal
- August 26th Amateur Talent Contest
 - o Snack bars, popcorn, cookies, fruit and vegetable trays

September 2022

- September 9 Grandparent Musical Program
 - Sandwiches, fruit &Vegetable platter, chips
- September 12 (Report Medicare Fraud Day) Presentation w/Care 'n' Care
 - Donuts and Fruit Tray
- September 20- (Pizza Day) Pizza Party
 - Various Pizzas

<u>October 2022</u>

- October 5th- Coffee w/ a cop
 - Various coffees and pantries
- October 13^h- (Train Your Brain) Trivia Challenge w/ Care 'n' Care Donuts and Fruit Tray
- October 31st Movie "Ghostbusters"
 - Popcorn, Cookies and Healthy bars

November 2022

- Play Be A Millionaire
 - National snacks, cookies, fruit tray
- Free Facials & Manicures with Ranger College
 - o Pasteries
- November 18th Thanksgiving Celebration
 - o Meal

December 2022

- December 5th –Cookie Decorating Contest
- December 16th (Sr. Christmas Party)
 - Meal
- December 19th Christmas Murder Mystery

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			0	Quartely Ou	tcome for	r Erath Coun	ty Comn	nunity Bridg	es Grant	-				
		Potlu	ick	C & W [Dance	Presenta	itions	Movie	es	vents	Mis			
Month	Starting Balance	Projected	Cost	Projected	Cost	Projected	Cost	Projected	Cost	Projected	Projected Cost		Cost	Totals
October-21	\$490.64	\$100.00	\$82.15			\$34.00	\$33.30	\$40.00	\$39.64			\$81.00	\$80.60	\$235.69
November-21	\$490.64	\$350.00	\$350.00	\$207.00	\$206.55	\$40.00	\$39.92			\$51.00	\$50.98			\$647.45
December-21	\$490.64	\$350.00	\$375.00	\$150.00	\$144.88		672.22		620.64	\$67.00			<u> </u>	\$585.23
Q1 Cost Totals Q1 Projected totals	1471.92	\$800.00	\$807.15	\$357.00	\$351.43	\$74.00	\$73.22	\$40.00	\$39.64	\$118.00	\$116.33	\$81.00	\$80.60	\$1,468.37 \$1,470.00
	1471.92	\$800.00		\$357.00		\$74.00		\$40.00		\$118.00		Ş81.00		\$1,470.00
Basics of th 0 1 fr 0 pop DECEMBER 202: O Country & O No O Dec 17 th O Soc O T'wis the I	ie Iphone – Ou uit tray, 2 con o 2: A Madea I corn, healthy	n Lila's –Chic ctober 26 tainers of co Halloween- (snack bars ce Cupcakes @ andwiches mas Party dressing plus	okies October 3 Lila's Bake	1 Pry				Countro Countro Nov 19 th Nov 27 -	2 th - Med Donuts Ty and W Novemb Novemb -Thanks Sodexo -	icare Class b and healthy festern Danco per 2 – Cake for 16 – sand giving Bruncl Turkey & Dr Tournament nents	snack bar es and fruit t lwiches n ressing plu	s rays	ato casser	ole

		Ste	ohenville Senior C	itizens Cente	r Quartely O	utcome for	ECCB Grant		
		Special Lunch	es Prese	ntations	Мо	vies	Seasonal Events	Special Events	
Month	Starting Balance	Projected Co	ost Projected	Cost	Projected	Projected Cost Projected Cost		Projected Cost	Totals
January-22	\$ 166.66	\$ 75.00	\$ 25.00	1				\$ 65.00	\$ 165.00
February-22	\$ 166.66						\$ 60.00	\$ 100.00	\$ 160.00
March-22		\$ 66.00	\$ 25.00			4	\$ 50.00	\$ 25.00	\$ 166.00
Q1 Totals	\$ 499.98	\$ 141.00 \$	- \$ 50.00		\$-	\$ -	\$ 110.00 \$ -	\$ 190.00 \$ -	\$ 491.00
April-22	\$ 166.66	\$ 80.00	\$ 25.00					\$ 61.00	\$ 166.00
May-22			\$ 50.00				\$ 116.00		\$ 166.00
Jun-22 Q2 Totals	\$ 166.66 \$ 499.98	\$ 80.00 \$	\$ 50.00 - \$ 125.00		\$ -	\$-	\$ 40.00 \$ 136.00	\$ 75.00 \$ 136.00 \$ -	\$ 165.00 \$ 497.00
July-22	\$ 166.66	\$ 75.00						\$ 91.00	\$ 166.00
August-22	\$ 166.66	\$ 75.00						\$ 91.00	\$ 166.00
September-22	\$ 166.66		\$ 25.00				\$ 75.00	\$ 66.00	\$ 166.00
Q3 Totals	\$ 499.98	\$ 150.00 \$	- \$ 25.00	\$ -	\$-	\$ -	\$ 75.00	\$ 248.00 \$ -	\$ 498.00
October-22	\$ 166.66				\$ 30.00			\$ 130.00	\$ 160.00
November-22	\$ 166.66	\$ 100.00						\$ 66.00	\$ 166.00
December-22	•	\$ 100.00						\$ 66.00	\$ 166.00
Q4 Totals	\$ 499.98	\$ 200.00 \$	- \$ -	\$ -	\$ 30.00	\$ -	\$ -	\$ 262.00 \$ -	\$ 492.00
2022 Cost Totals 2022 Projected Totals	1,999.92	\$ 571.00 \$	- \$ 200.00	\$ -	\$ 30.00	\$ -	\$ 321.00	\$ 836.00 \$ -	\$ 1,958.00

Stephenville Senior Citizens Center Quartely Outcome for NCTAAAA Grant													
	2021 2022 2023								2024				
Month	Starting Balance	Projected	Cost	Balance	Projected	Cost	Balance	Projected	Cost	Balance	Projected	Cost	Balance
Skill Class Instructors	\$ 1,500.00	\$-			650.00			\$ 650.00			\$ 200.00		\$ 1,500.00
Pininspiration craft classes with supplies	\$ 6,000.00	\$ 1,200.00			1,800.00			\$ 1,800.00			\$ 1,200.00		\$ 6,000.00
May-Lrg Soy Candlemaking (10 @\$23)													
June- Hydro dipped Bottle Project (7 @\$15)			\$ 105.00										
July-succelent terrarium projects (10@\$28)			\$ 280.00										
August -Resin Coasters (7 @\$15)			\$ 105.00										
September -Haydro dipped Pumpkins (5@\$15)			\$ 105.00										
December -Beaded Frame			\$ 75.00	\$ 670.00									
Karaoke Machine w/microphone stand & Download Music	\$ 500.00												
Pottery Supplies	\$ 500.00	\$-			250.00			\$ 150.00			\$ 100.00		\$ 500.00
Travel Expenses	\$ 12,000.00	\$ 1,400.00			4,600.00			\$ 4,600.00			\$ 1,400.00		\$ 12,000.00
Granbury Trip - Charter Bus (660.00) plus tickets for Johnny Cash Tribute (675.75)			\$1,335.75										
Printed Flyers	\$500.00	\$150.00			\$150.00			\$150.00			\$50.00		\$500.00
Outreach in local media-Beneath the Surface news & Radio Station	\$500.00	\$150.00			\$150.00			\$150.00			\$50.00		\$500.00
Erath County Senoir Citizens	\$200.00				\$0.00			\$0.00			\$0.00		
	\$ 21,700.00		\$1,335.75						\$0.00			\$0.00	

			Stephenvi	lle Senior Cit	tizens Cente	r Quartely O	utcome for	ECCB Grant			
		Special I	Lunches	C & W	Dance	Presen	tations	Mo	vies	Special	Events
Month	Starting Balance	Projected	Cost	Projected	Cost	Projected Cost		Projected	Cost	Projected	Cost
January-22	\$ 166.66										
February-22	\$ 166.66										
March-22											
Q1 Totals	\$ 499.98	\$-	\$-	\$-	\$-	\$-	\$ -	\$-	\$-	\$-	\$-
April-22	\$ 166.66										
May-22	\$ 166.66										
Jun-22	-										
Q2 Totals	\$ 499.98	\$ -	\$-	\$-	\$-	\$-	\$-	\$-	\$ -	\$-	\$ -
July-22	\$ 166.66										
August-22	\$ 166.66										
September-22											
Q3 Totals	\$ 499.98	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$ -	\$-	\$ -
October-22	\$ 166.66										
November-22	\$ 166.66										
December-22	-										
Q4 Totals	\$ 499.98	\$ -	\$-	\$ -	\$-	\$ -	\$-	\$-	\$-	\$ -	\$-
2022 Cost Totals		-		-		-		-		-	
2022 Projected Totals	1,999.92	\$-	\$-	\$-	\$ -	\$-	\$-	\$-	\$-	\$-	\$-

Totals	
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MONTHLY REPORT



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)	207		629	128	79
# OF SCANS IN'S		752	0	11167		
# of MEMBERSHIPS		18	0	372		
NEW PROGRAM	CURBSIDE DRIVE THRU LUNCHEON		116	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)	673	0	12100		
HEALTH SERVICES	BLOOD PRESSURE & GLUCOSE CHECKS (20) COVID 19 PFIZER VACCINE CLINIC (21)	10	0	151		
CLASSES	PINSPIRATION CRAFT CLASS (21) A & M AGRILIFE EXTENSION SERVICE DRAWING W/ DONNA (21) TEXAS HEALTH HARRIS METHODIST	15	0	280		
CONTRACTED SERVICES	YOGA (20-21) QUILTING W/MARY (21)	184	0	2707		
CLUBS	BOOK CLUB (21)	5	0	378		
SEASONAL/ SPECIAL EVENTS	TWIS THE NIGHT BEFORE MURDER (21) Movie "CHRISTMAS W/THE KRANKS (21) HOLIDAY COOKING DEMO (21) SALAD BAR DAY (21)	48	0	1201		
OFF SITE ACTIVITIES		0	0	251		
RENTAL		195	0	965		
PRESENTATION	MEDICARE PRESENTATION	0	0	83		
GRAND TOTALS		1154	116	20348		

PROGRAMS & UPCOMING EVENTS

Trivia Challenge w/ Care 'n' Care	Tues, Jan 4 th @1:30p.m.
Mystery Trip Scavenger Hunt	Fri, Jan 7 th @2p.m.
Movie "As Good As It Gets"	Wed, Jan 12 th @2p.m.
COVID Vaccine Screening by Texas Health Resources	Wed, Jan 19 from 2p.m5p.m.
Winter Feast	Fri, Jan 21@ 12p.m.
Advance Medical Directive Presentation	Tues. Jan 25 from 1p.m. – 3p.m.





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	1271	1222	14120	240

MONTH/YEAR	FOLLOWERS	LIKES	REACHED	VIEWS
JANUARY 2022				
FEBRUARY 2022				
MARCH 2022				
APRIL 2022				
MAY 2022				
JUNE2022				
JULY 2022				
AUGUST 2022				
SEPTEMBER 2022				

Stephenville Senior Citizens Center December 2021 Participant Report

	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	Totals
Unduplicated #																																207
Number of scans	44	34	39			35	92	30	33	23			27	31	45	34	40			32	88	23	0	0			14	33	31	24	0	752
Membership Scans	1		2			3	5							3	2						2										_	18
Regularly Schedule																														i		
Daily Activities	20	8	22			6	5	17	11	16			5	7	24	15	20			12	9	14					4	10	22	10		257
Art Class						8							5																			13
Bingo	15							10							14							16							12			67
C & W Dance	_						61														41	_								· · · · ·		102
Exercise	12		13				-	8		8					10		9					5							5			70
Potluck Lunch			-							-							54					_							-	· · · · ·		54
Silver Classic Movements						22							18							15							10			1		65
Congregate Meal Program	4	1	2			3	2	2	2	3			3	2	3	3	0			4	3	2					0	2	2	2		45
Total Scheduled	51		37	0	0	39			13	27	0	0		9			83	0	0		_	37	0	0	0	0	_	12	41	12	0	673
Health Services			•	Ŭ							Ŭ	Ŭ	<u> </u>						_			<u>.</u>		<u> </u>	Ű	Ŭ						
Blood Pressure/Glucose						2																										2
Covid 19 Clinic						2									8											-						8
Medicare Solutions	-														0																	0 0
Total health	0	0		0	0	2	0	0	0	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	10
Classes	0	0		0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	•	0	U			10
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Pinspiration Crafts Drawing w/ Donna			10							0							0				5											5 10
			10							0							0															01
Drive Safely																																-
Texas Health Resourse																																0
Extension Services		0	10	0	0	0	0	0		0	0	0		0		0	0	0		0	F	0	0		0	0			0			-
Class Total	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	15
Contract Services									24							10												47		45		174
Yoga Classes		21					27		21					24		19					30		0					17		15		174
Zumba Gold	_																													<u> </u>		0
Quilting Classes	5														4												1			<u> </u>		10
Pottery Classes		24		0			27		24	0	0	0		2.4		10	0				20		0		0	0		47	0			0
Contract Totals	5	21	0	0	0	0	27	0	21	0	0	0	0	24	4	19	0	0	0	0	30	0	0	0	0	0	1	17	0	15	0	<u>184</u>
Clubs																														⊢——		
Book Club		5																												<u> </u>		5
Caregiver Support Group		_									-										-											0
Club Totals	0	5	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	0	0	0	5
Seasonal/Special Events																																
Special Events									8	8																				21		37
Seasonal Events																				11												11
Total Events	0	0	0	0	0	0	0	0	8	8	0	0	0	0	24	0	0	0	0	11	0	0	0	0	0	0	0	0	0	21	0	48
Off Site Activities																																
Water Exercise																																0
Off Site Totals																																0
Presentation																																0
Curbside Luncheon																																0
Rentals				60							85								50													195
Grand Total	56	35	47	60	0	41	95	37	42	35	85	0	31	33	87	37	83	0	50	42	88	37	0	0	0	0	15	29	41	48	0	1154
	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	76	27	28	29	30	21 -	Total
Faaabaak Databaal								-																								
Facebook Reached	132														2363				904			208	52	32	12		18		18			14120
Facebook View		2	1	6	2	8	9	17	8	7	17	2	29	18	17	18	22	0	7	8	7	14	1	1	1	3	1	4	2	5	3	240