

**Minutes of SENIOR SERVICES COMMISSION
Meeting of August 1, 2018
Kallsen Conference Center**

CALL TO ORDER:

The Tinley Park Senior Services Commission meeting was called to order at 3:00 p.m. by Chairman Bob Hayes.

ROLL CALL:

Present:

Commissioners: Chairman: Bob Hayes
Andy Ashmus
Rosemarie Bauer
Gordon Collins
Vicki Hayes
Marcie Hecht
Grant Steeve
Mike Cutrano, Associate
Linda Sullivan, Senior Center Assistant
Bill Brady, Village Trustee
Rob Zimmer, Village Liaison
Secretary: Denise Maly-Politano
Absent: Phyllis Groberski

APPROVAL OF AGENDA:

A motion was made by Commissioner Gordon Collins, seconded by Rosemarie Bauer to approve the agenda. Bob Hayes declared the motion carried.

APPROVAL OF MINUTES:

A motion was made by Gordon Collins, seconded by Grant Steeve, to approve the Minutes of the June 6, 2018 meeting of the Senior Services Commission as submitted. Motion was approved via voice vote.

REPORTS:

Senior Center Administrative Report - Linda Sullivan

1. Financial Report:

Linda Sullivan's submitted the bills for the financial report and bills paid.

2. Senior Community Center Operations:

Linda Sullivan distributed the new center informational program. Bingo will be the 1st Monday and the 3rd Wednesday. Linda also reminded everyone the center will now be open on Mondays and Wednesdays to accommodate those that are involved in other activities on Tuesday and Thursday. Hopefully, this will bring in more members and guests. We need to figure out when we will have activities, movies, etc.

Bob Hayes asked to clarify why we are changing the days of operation.

Linda Sullivan stated that no one shows upon until 12:30-1:00 on Tuesday and Thursday due to other activities in the village and surrounding communities. Chose Monday and Wednesday as there does not seem to be as much going on around town. Linda also stated the luncheon dates would stay the same.

Bob Hayes questioned what happens on Wednesday when it happens to be a meeting day?

Linda Sullivan stated that most people are gone by 3:00 p.m. and a volunteer will be able to cover the center when the Senior Services Commission has a meeting.

Bob Hayes stated that we need to close the center the day we have a luncheon. If we leave it as is our Wednesday luncheon eliminates a day that the center would be open. Bob Hayes reiterated that it would be 1/8 of the days taken by a luncheon with the center closed on a luncheon day with the 8 days of the month the center would be open.

Vicki Hayes asked what our options would be.

Bob Hayes stated the options would be Tuesday or Thursday or keep it the same and close it for that Wednesday.

Gordon Collins asked what happens to the regulars. Less confusion. Regular attendees will be pushed out. Have it on Tuesday for the regular attendees.

Marcie Hecht suggested giving it a try, leaving it on Wednesday and table it to next month to see how it goes.

Linda Sullivan stated that again it would be the same group of people that are not able to attend on Tuesday.

Grant Steeve stated that there are about 4 churches in the area that offers free dinners on Tuesday or Thursday.

Linda Sullivan stated that members are not complaining about \$7.00. If it's too much food then they have lunch the next day. Wants to order Isabella's for September and Polonia is set for Oktoberfest. Looking for suggestions as to a vegetable other than beets for Oktoberfest.

Bob Hayes asked Tuesday or Wednesday for luncheons?

Marcie Hecht suggested trying it for at least one month and keeping it on Wednesday.

Gordon Collins withdrew his suggestion.

Gordon Collins stated that if they show up on Wednesday and there will be a lunch.

Marcie Hecht asked about the free box lunch and if Linda Sullivan received any feedback yet on that.

Linda Sullivan said it was sold out and there is a waiting list. We will need to order dessert.

Trustee Brady stated that the box lunch comes with chips, fruit and the sandwich.

Rosemarie Bauer suggested cookies from Zettlmeier's.

Vicki Hayes suggested the large platters of cookies from Jewel.

Marcie Hecht made a motion and suggested trying lunch on Wednesday, Vicki Hayes seconded. Bob Hayes declared the motion carried.

Gordon Collins stated that Monday and Wednesday the center is open and the Senior Services Commission meeting is on Wednesday. The center is open until 4:00 p.m.

Linda Sullivan stated that she might have a volunteer to stay until 4:00 or someone from Pace as they stay until 4:00 p.m.

Rob Zimmer stated he would really caution against that because most of the phone calls that come in are between 3:00 and 4:00 p.m. and they would have to leave.

[Discussion followed regarding meeting times and center hours.]

Grant Steeve asked if mornings would be too early for everybody.

Bob Hayes suggested we will leave the meeting at 3:00 p.m. and see how it works.

Rob Zimmer inquired if Linda Sullivan will look for volunteers as he will need to look into the liability of leaving the center open with volunteers covering. Need to decide if we want to make the meeting at 4:00 or close the center down an hour earlier for the one Wednesday of the month when there is a meeting.

Bob Hayes said we need to make sure they are aware of the center closing an hour early to accommodate for those that need to make a bus.

Rosemarie Bauer stated that we need to adjust the meeting time to 4:00 if it will cause too much confusion.

Rosemarie Bauer made a motion, seconded by Andy Ashmus to close the center early at 2:45 pm. On the first Wednesday of the month for the Senior Services Commission meeting.

Bob Hayes suggested a record of income and expenditures and distributed a proposed financial report sheet.

Marcie Hecht made a motion to adopt the format for financial reports, seconded by Gordon Collins. Bob Hayes stated the motion has been moved and seconded.

Linda Sullivan distributed the old financial report along with copies of the bills and budget.

Marcie Hecht asked if the credit card issue was ever resolved. Linda Sullivan received instructions on using the card at Jewel.

Marcie Hecht also stated the letter from the mayor was nice along with the article in the Junction listing all of the commissioners and commissions.

Bob Hayes stated there was some confusion about the financial reports distributed. Confirmed the \$648.00 expenditure was a bus. Linda Sullivan confirmed.

Membership: Currently there are 272 members.

Programs and Special Events:

Mama Mia at Drury Lane April 4, 2019.

Volunteer Schedule for Luncheons was distributed for volunteers. Linda Sullivan stated if anyone wants to stay at least an hour afterwards it would be a great help.

The box lunch is a kick-off to the new schedule on August 20th. Linda Sullivan stated it was a sell out and she has a waiting list. Volunteers should be there at 10:30 to set up. Trustee Brady will order a few more box lunches.

NEW BUSINESS:

Oktoberfest

Linda Sullivan distributed a sign-up sheet for volunteers at Oktoberfest. Polonia will be catering. She stated that we received a good deal from Zion. Together We Cope will be accepting donations. Last year we donated cash to PAWS and the Houston hurricane relief effort. Thank you notes were her receipts. Might be too confusing to have the Food Pantry too. We should try to have that another month.

Rosemarie Bauer asked how the money gets to the organization. Linda Sullivan had cash she brought to PAWS. A check was mailed to Houston. Rosemarie Bauer suggested if you had a check you could make a copy of it and give the copy to the accountant. Linda Sullivan thinks it helps to have a thank you note too so that we know they received the donation. Thinks most seniors want to contribute.

Gordon Collins suggested having a paper trail for everything. It's a CYA thing.

Trustee Brady stated it would not hurt to make a copy of the check.

Rob Zimmer asked where the money goes and how the money is distributed. He stated that the money should be brought to the finance department at the village hall, turned in and a check should then be cut to the organization and distributed directly to them.

Andy Ashmus brings the food donations to Together We Cope along with the can of cash donations. He is then given a receipt. Two people count the money to confirm the amount. Gordon Collins explained there is a receipt for the food and another receipt for the cash donations.

Rob Zimmer reiterated that money needs to go to finance and then a check needs to be cut and sent to Together We Cope so there is a record of the money coming in and out.

Vicki Hayes explained you are going through a legal procedure and these days you need to do that.

Andy Ashmus will bring his truck and trailer for Oktoberfest supplies and donations. Mike Cutrano will help. He has also asked for four volunteers from Together We Cope.

Gordon Collins suggested cleaning up after ourselves as it is not fair to leave the mess to the Zion staff.

OLD BUSINESS:

No old business.

RECEIVE COMMENTS FROM THE PUBLIC:

No comments/no visitors.

GOOD OF THE ORDER:

Trustee Brady distributed a menu packet for Event Catering located at 171st and 88th Avenue for possible luncheon ideas.

Trustee Brady asked why Crossmark needed to make copies of the parking permits when the village hall has a supply of cardstock and can copy the parking permits for less money in-house. Through Crossmark it was \$2.60 for each card.

Trustee Brady also inquired about the \$5.00 gift cards and asked if they always come from Jewel and why are the gift cards only for Jewel. Maybe mix it up for another store such as Walgreens.

Linda Sullivan explained you can buy anything you need at Jewel.

Trustee Brady distributed a chart that compared prices for GFS and Restaurant Depot and discovered a significant savings can be had at Restaurant Depot. For example, Equal is \$35.00 at GFS compared to \$25.00 at Restaurant Depot. The blue quality which is chef's quality, 2,000 is \$14.88 which is double the cost at GFS. If you save money buying staples that won't go to waste (paper products, garbage bags, etc.) at Restaurant then the money can be used elsewhere. Three compartment plates are \$31.00 at Restaurant Depot and GFS is \$56.00. There is a \$20.00 savings. The mayor and Brad from finance wants us to use this so that we can save money someplace else. The purchasing agent can shop.

Linda Sullivan does not think they have a lot of the things she needs. Trustee Brady suggested giving a list of items to the purchasing agent and that person will purchase the items at Restaurant Depot. They also carry foods and produce. Sugar packets are \$10.00 for 2,000. The differences are amazing there. A case of Domino creamer is \$31.00, GFS is \$43.00. That is a \$12.00 difference. If we can save money you will have more money to spend elsewhere. Coffee is still cheaper at GFS.

ADJOURNMENT:

A motion was made by Grant Steeve, seconded by Gordon Collins to adjourn the regular meeting of the Senior Services Commission at 4:11 p.m.

/dmp