

**Minutes of SENIOR SERVICES COMMISSION  
Meeting of September 4, 2019  
Kallsen Conference Center**

**CALL TO ORDER:**

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

**ROLL CALL:**

Present:

Commissioners: Chairman: Mike Cutrano  
Andy Ashmus  
Rosemarie Bauer  
Phyllis Groberski  
Bob Hayes  
Vicki Hayes  
Marcie Hecht  
Grant Steeve  
Linda Sullivan, Senior Center Assistant  
Dominic Sanfilippo, Village Liaison  
Bill Brady, Village Trustee  
Guest: Joan  
Secretary: Denise Maly-Politano

**APPROVAL OF AGENDA:**

A motion was made by Bob Hayes, seconded by Grant Steeve, to approve the agenda as amended. Mike Cutrano declared the motion carried.

**DISCUSSION/APPROVAL OF MINUTES:**

A motion was made by Marcie Hecht, seconded by Rosemarie Bauer, to approve the Minutes of the August 7, 2019 meeting of the Senior Services Commission as submitted. Motion was approved via voice vote. Mike Cutrano declared the motion carried.

**REPORTS:**

**Senior Center Administrative Report – Linda Sullivan**

**A. Financial Report:**

Linda Sullivan's distributed an information sheet on charter bus fees. [Bus discussion followed regarding prices, bus size, etc.] The bus will be \$676.50

for the trip to White Fence Farm. There is a \$19,000 balance after bills submitted.

Mike Cutrano wants a month-to-month expense sheet.

**B. Membership:**

Currently there are 268 members with the addition of 1 new member from Pinnacle.

Chairman Mike Cutrano wants the updated alphabetized list of all current members and an updated volunteer list that he has been asking for. This list needs to be updated frequently and include emergency contacts and phone numbers as soon as possible. He also stated that the calendar is to be mailed out with the newsletter the second week of the month. The calendar will be filled in with luncheons, trips, and when blood pressure checks are.

**C. Programs/Special Events/Trips:**

Linda Sullivan distributed a sample Oktoberfest invitation. Changes/revisions were discussed. Location is St. Stephen's on October 9th. We have the entertainment and Culver's ice cream. Would suggest Polonia's again with the same menu as last year.

Trustee Brady stated that St. Stephen's needs a certificate of insurance.

Andy Ashmus thinks "donated by Culver's" should be added to the invitation along with the organizations we are donating to - Together We Cope and Tinley Park Food Pantry with cash donations to Tinley Wish.

Trustee Brady suggested revising the invite to list "the village board" which would include the trustees and clerk as well.

Marcie Hecht suggested having a larger font on the invite, especially for the seniors that they have to respond. Suggested "please respond" being larger or using bold print.

Linda Sullivan inquired about the parking lot. Trustee Brady stated there is plenty of parking and add to the invite "wheel chair accessible."

[Further discussion on Oktoberfest details followed. RSVP by Sept. 24th]

Linda Sullivan reported the Pajama Game trip is sold out. There is a trip to White Fence Farm on November 20<sup>th</sup> and tickets are \$39.00. The free lunch in September is catered by Subway and includes turkey, ham, tuna sandwiches. Marcie Hecht asked how the sandwiches will be ordered and distributed as she was not asked her choice of food. Mike Cutrano stated that the lunch is free and when it's gone it's gone.

Mike Cutrano asked how Linda came up with the \$39.00 number. Linda Sullivan said \$39.00 is for the food and the show.

Rosemarie Bauer said the food at White Fence Farm is \$16.00 for lunch. Linda Sullivan will confirm the price.

Mike Cutrano stated the newsletter needs to be mailed out 2<sup>nd</sup> or 3<sup>rd</sup> week of the month before. Also, would like free lunch to begin in September. There will be no carry-outs, no exceptions. Members need to sign up a week before and get tickets. Leftovers can be brought home. Hopes this will bring more people into the center.

Rosemarie Bauer stated that Linda Sullivan needs to know how many people are coming to the luncheons. The members don't even know what we are having because the newsletter has not been mailed out. The newsletter has to go out in a timely fashion so people can make a decision about coming or not.

**NEW BUSINESS:**

- a. Mike Cutrano stated that any money collected from the pinnacle players needs to go to the village then a check will be issued to the group for our donation.

Linda Sullivan stated next month's donation will be to Tinley Wish.

- b. Membership List. Mike Cutrano wants to see a current and updated membership list within 30 days. He has been asking for this list for the last six months and now wants it within 30 days.

Marcie Hecht had question about Bingo. The Newsletter stated a 30 person limit and she thought there was not going to be a limit. Last week only 8

people showed up. Anybody who didn't get the Newsletter and wasn't at the Bingo did not know when the EMT was going to be there. It was not announced that we upped the ante for prizes. Suggested other revisions to the Newsletter and wants to specify the \$10.00 gift cards with the choice between Jewel or Culvers. And always put on the calendar when the EMT will be there.

Mike Cutrano asked about movies. Linda Sullivan stated that we can have the movies whenever we have enough people. It will have to be next month, the third Wednesday of the month, 10:00 a.m...

Trustee Brady suggested listing a particular movie on a particular day.

Mike Cutrano asked if Linda Sullivan has been checked with Conner about supplies.

Mike Cutrano asked how Linda bought the Culver's cards. Linda stated that she used cash. Mike Cutrano stated that it needs to be purchased by Conner with the village credit card.

Mike Cutrano inquired about the snacks at the senior center. Linda Sullivan said she does not know what to buy anymore. Snacks for the Senior Center will be ordered through Conner. Snacks include popcorn and chips. Any other suggestions let Linda know so it can be ordered. Phyllis Groberski suggested fruit snacks.

Rosemarie Bauer asked if the Bingo player can now be included in the snacks.

Bob Hayes inquired about Bunco so he can add it to the calendar.

**D. Volunteer Schedule for Luncheons**

Schedule for volunteers needed for sign up.

**OLD BUSINESS:**

No old business.

**RECEIVE COMMENTS FROM THE PUBLIC:**

No public/no comments, no suggestion box.

**GOOD OF THE ORDER:**

Trustee Brady stated that he has been recertified in AED and CPR.

Grant Steeve distributed his current and updated inventory of the senior center supplies and what needs to be purchased for the center and Oktoberfest. No coffee will be served at Oktoberfest. Set up of 22 round tables for the meal, 8 long tables for serving. List of "stations" for Oktoberfest planning/staffing. Four people for check in, 4 people for tickets, for donations it will be Andy, Phyllis and Marcie. For set up and Clean-up everyone needs to join in.

Dominic Sanfilippo distributed information on the new garbage contract and how to apply for a senior discount.

**ADJOURNMENT:**

A motion was made by Vicki Hayes, seconded by Marcie Hecht, to adjourn the regular meeting of the Senior Services Commission at 4:22 p.m.

/dmp