

ALMADEN SENIOR ASSOCIATION MEETING
April 02, 2014

The regular monthly meeting of the Almaden Senior Association was called to order at 9:45 am by President, Marilyn Entin. In attendance were Co-Vice President Ralph Butterworth, Secretary Margery Marble, Treasurer Bill Hubka, Recreation Supervisor Hal Spangenberg, Senior Specialist Brian Hames, Senior Citizens Commissioner Vince Tarpey, Councilmember Johnny Khamis, and Assistant to Councilmember Rayshelle Brant. City of San Jose PRNS staff: Suzanne Wolf, Deputy Director PRNS, Mary O'Meara, Recreation Superintendent, and Tracey Gott, Gerontology Supervisor. Members: approx. 42 members (see attached sign-in sheet) plus visitor Nancy Pyle, former District 10 Councilmember. Absent were Co-Vice President Marlene Duffin and Advisors Bev Temkin and Erin Barclay.

The minutes of the March 05, 2014, meeting were distributed, read, and approved as corrected.

TREASURER – BILL HUBKA:

The March 2014 treasurer's report was distributed and discussed (report attached). Total income \$3,777.98. Total expenses \$3,450.89, which includes refunds for two cancelled trips, one because of weather and the other because too few participants.

SENIOR CITIZENS COMMISSIONER – VINCE TARPEY:

- Discussion at tomorrow's Sr. Citizens Commission meeting will include City Auditor's recommendation on collection and use of Community Centers' senior membership fees.
- After the death of an elderly woman on the SJSU campus by a bicyclist, the Commission has placed a complaint to the City to coordinate their bicycle rules with the University.

GUEST REPORTS:

COUNCILMEMBER – JOHNNY KHAMIS

- Went to D.C. for 2½ days and spoke with 64 congressmen re: bringing money to finish the BART transit from Berryessa to S.J. (all were in favor) and reforming the immigration laws.
- Almaden Lake final 2 plans, which divide the lake into only two bodies of water instead of three, discussion at Castillero Middle School April 9 at 6:30 pm.
- A Community budget meeting, possibly at the Water District, on May 5.
- Urban Villages are being discussed for a Union and Camden 17-acre plot, and several others. Already approved 15 houses on Brasilia Way on Coleman and Almaden Expwy.

FORMER DISTRICT 10 COUNCILMEMBER - NANCY PYLE

- She is Tourism Committee head. They are planning for a visit from 300 international sister city representatives; they developed a tourist book to put in hotels (which she passed around); and she represented U.S. Repr. Anna Eshoo at the Democratic Convention in L.A. (The \$653,000 in indicted State Senator Yee's campaign fund can be used for his legal defense.)

DEPUTY DIRECTOR PRNS – SUZANNE WOLFE

- **City Auditor's Report:** 35 min. presentation and discussion of City Auditor's report 14-03 Senior Membership Fee Revenue (complete report at www.sanjoseca.gov/audits). Several pages were distributed (copies attached). The audit addresses the City's cash handling protocol. In compliance, the PRNS will establish protocols to (1) deposit Senior Membership funds directly into City accounts to be used for senior services, (2) to advise us what types of programs and expenditures these funds should support, and (3) to work with the Sr. Advisory Councils re: what we would like the City to organize using the senior membership fees. The funds need to be put into the City's account and a receipt issued for \$10, not the current \$0.00. Because Almaden is a 501c3, we can continue to collect money for our events and put it into our account here. Input from all 12 Community Centers will be solicited. The City wants our membership fees. "When the City staff touches the money, that money has to go to the City" to offset events and class discounts. Protocols should be the same for all Centers. Details to be worked out during input meetings with Association members, Sr. Advisory Leadership Teams, and the Sr. Citizens Council.

Mary O'Meara, PRNS Recreation Superintendent discussed the handout timeline for implementing the audit recommendations by October, 2014. They are addressing (1) what is the purpose of the membership card – for City discounts or to be a member of the Sr. Advisory Council, and (2) an accounting practice that says if any City staff member touches the money,

it needs to go through the City's accounting practices and not to a lockbox. Bill Hubka asked, What if we collect the money ourselves. Ans. Then there's the question of what should the value of a discount be. Bill: That's for you guys to figure out and doesn't require a procedure change that puts the money in a bank account we have no control of. Toward the end of the presentation, Bill commented: This organization is a 5-star performing organization so anything that threatens our independence, our viability, incentives to the strong volunteerism here, we take personally. Nothing is broken here that can't be fixed by a tweak, certainly not taking our dues revenue and putting them in a City bank account.

Bill Hubka asked Suzanne if an Auditor's Letter of Agreement form (copy attached) he received unexpectedly is still in effect. She will let us know.

ASSISTANT TO COUNCILMEMBER – RAYSELLE BRANT

- **Great America Litter Pick Up** : April 26, 8 am to 12:30. Six sites, one is here at Almaden. Parks will provide tanbark and needed supplies. Another will be painting the Almaden sound wall between Kelez and Trinidad, which will need an army of volunteers. Snacks, coffee, and lunch will be provided.

RECREATION SUPERVISOR – HAL SPANGENBERG:

- **Outdoor Maintenance:** Parks came out and trimmed grass and repaired the Art sign. Also power washed front of the building.
- **Fitness Equipment:** Arrived on Monday. 5 new treadmills, TVs, new recumbent bike, 3 new ellipticals, some of the cardio equipment almost complete.
- **Projectors:** Have been installed in rooms 3 and 4 with switches on the wall. Will be getting screens. People are using the whiteboard now until screens arrive.
- **WiFi:** Installation has been completed. Covers the whole building.
- **Almaden Community Center Sign:** This sign out by the road was damaged by a car in Dec. He has police report, other documentation, and estimates of replacement cost to be submitted to the person's insurance company.

SENIOR SPECIALIST – BRIAN HAMES:

- **WiFi:** There are 4 connections, so if you move to another part of the building, you might have to reconnect.
- **Membership:** 1,434 members so far for 2014.
- **New Stage:** Has a new, lower quote from the company -- \$8,428 includes railing, guard rails, drape, shipping. A similar stage was checked out by 3 members. Ques. Is there a warranty? **MOTION:** It was moved by Nancy Koppel and seconded that we provide \$9,000 to purchase the stage with a warranty. The motion carried.
- **Future Events:** Of 8 upcoming events, 3 (June, July, and Sept.) have no theme or co-chairs. Cathy Michelon volunteered for July. Kermit Olsen volunteered for the barbeque in June or July. Need a Sept. idea – see or email Brian. Wants to start an event committee to meet every other month beginning Oct. to discuss future events – planning & themes for the next year to be sure we get our dates due to rentals. Arden Weiner said we do need a year in advance to plan for cooks the in kitchen; if only 1 cook, the event should be cancelled.

MEMBER REPORTS:

- **Cathy Michelon – D10 Leadership Coalition:** (report attached). After Johnny Khamis spoke, the Coalition discussed their purpose, citizens for financial responsibility. They are partnering with City leaders and private sectors to streamline operations, eliminate redundancy, reorganize departments. 2011-2012 City salary & benefits were above budgeted costs.
Bill Hubka introduced Jim Kuhl as our second representative to the Coalition.
- **Angela Cefali – Trips:** Marilyn Entin requested help for Angela in planning and administering trips; those interested contact Angela. **MOTION:** It was moved by Venus Phillips and seconded to provide an expenditure of \$1,250 for the trip to Graton Casino on April 25. Motion carried. **MOTION:** It was moved by Arden Weiner and seconded to provide an expenditure of \$1,157.50 for the trip to Greystone Culinary Institute in Napa in May. Motion carried. **MOTION:** It was moved by Monica Bellizzi and seconded to provide an expenditure of \$966.50 for the bus for the trip to Carmel in June. Motion carried.
- **Bill Hubka – Mayoral Forum:** On May 1 at 7:00 p.m. Will meet with Almaden Valley Assoc. to determine final questions. Don House will videotape. Need a stills photographer.

- **Don House – SeniorNet:** 185 enrolled for current classes. Of 16 classes, 4 are filled. They purchased 20 new computers with both Windows 8 and 7 to be installed during summer.
- **Nancy Koppel – Friends of the Library:** Big book sale is May 3. Library parcel tax renamed Measure B is merely a continuation of the present tax, not a new tax. Volunteers will be phoning, sending mailers, flyer handouts. Lobby book sales continue to do well.
- **Marilyn Entin – Bylaws:** A draft revision was distributed last month. There was no discussion. MOTION: It was moved and seconded that the Bylaws be accepted as revised. Motion carried.

OPEN DISCUSSION/ANNOUNCEMENTS:

- Bill Hubka requested that someone make a motion to accept the Voucher Reimbursement procedure he distributed last month. A motion was made and seconded. Motion carried.
- Marilyn Entin announced the Fashion Show is April 23.

There being no further business, the meeting was adjourned at 11:22 a.m. The next meeting will be held on May 7, 2014.

Submitted by
Margery Marble, Secretary

Approval date: May 7, 2014 mm