



MINUTES

North Little Rock Senior Citizens Commission

April 22, 2019, 3:00 PM

Hays Center

The Senior Citizens Commission meeting was called to order by Dick Blankenkemper at 3:00 PM.

Present were: Dick Blankenkemper, Belinda Snow, Dorothy Romes, Dick Giddings, Marleene Calvin, Robert Barnes, Jim Lewis, and Beth White. Eddie Powell was absent. A quorum was declared.

A motion was made by Marleene Calvin to excuse Eddie Powell's absence. The motion was seconded by Beth White. Motion passed unanimously.

A motion was made by Jim Lewis to approve the minutes of the previous meeting. The motion was seconded by Dorothy Romes. Motion passed unanimously.

Director Bernadette Rhodes gave a financial overview, reporting that all is in good order. Income has been steady and on track with lunches and events. Locker rentals are down. Several Outreach CDs are reaching maturity soon. The signers on those accounts are in the process of being transitioned to Belinda Snow, Nancy White, and Bernadette Rhodes so Ms. Rhodes can gather quotes for competitive rates. A motion was made by Dick Giddings to accept the financial report and seconded by Jim Lewis. Motion passed unanimously.

Ms. Rhodes gave a program update, including a review of her staff report to the Mayor. The program memo and staff report are enclosed below.

Ms. Rhodes reported that the Section 5310 Transportation grant application was nearing completion and would be submitted by the first week in May. Senior Citizens Outreach Services, Inc. is requesting 80/20 funding for a new, wheelchair-accessible van.

Ms. Rhodes gave a facility and equipment update. The sheetrock in the Exercise Room will be replaced early May, and painted to match the existing wallpaper. The specification document for the ballroom A/V equipment renovation is being drafted. The Desert Aire HVAC unit in the aerobics pool will likely need replacing in two years at an estimated cost of \$280,000. Ms. Rhodes reported that the Center had spent \$10,997 on repairs to the unit in 2018 and \$8,035 YTD.

The Commission discussed proposed changes to its policy on free ballroom rentals for nonprofits. Ms. Rhodes drafted guidelines for events benefiting North Little Rock city departments, allowing those events to use the ballroom for a \$100 flat fee upon request by the benefiting department head. Such events would be limited to two per year per department. A motion was made by Jim Lewis and seconded by Marleene Calvin to implement the revised policy effective May 1, 2019. The motion passed unanimously.

The Commission reviewed several possible scenarios for updating the Center's membership fees. Commissioners directed staff to hold focus groups to gather members' input on possible changes.

No open comments.

A motion was made by Marleene Calvin to adjourn. The motion was seconded by Dorothy Romes. The motion passed unanimously. The meeting adjourned at 4:10 pm.

Prepared by Chera Sbait, Hays Center Staff

Approved by Belinda Snow, Secretary

Memo To: North Little Rock Senior Citizens Commission
From: Bernadette Gunn Rhodes
Memo Date: April 16, 2019

Happy Spring! This past month has been all about getting acclimated to our new membership management system. Both staff and members are becoming adept at using the software and touchscreen. There are still hiccups from time to time, but they are becoming much fewer and farther between.

Average attendance in the last four weeks has been up 8% compared to the same period in 2018, and up 4% compared to the previous four weeks. We have been logging an average of 2,820 visits per week so far this year. 501 members visit the Center on an average weekday. We currently have 3,318 active members.

I performed a search for individuals in our system who had a membership in the prior 12 months but had not yet renewed, and had an email address on file with us. My search turned up about 500 email addresses. I then sent out an email highlighting new activities we have going on (enclosed in your packet). We have confirmed that at least one renewal was made as a result of the email. Connie has also been getting more calls than usual from individuals asking for information about the Hays Center. We believe the uptick is coming from the email and our appearances on Good Morning Arkansas. We will be on KATV again on Wed, April 24 (line dancing) and Friday, May 10 (PACE – arthritis exercise).

Program Update

Our April 8th Health Fair in the gallery went well, we had 22 organizations and 131 attendees.

As recommended at the January Outreach meeting, the Hays Center will hold an open house for public senior housing residents on Wednesday, May 8th, from 1:00-3:00 pm. The open house will include a tour of the center, information on our transportation program, and snacks. Transportation will be provided. We have also reached out to the VA to offer to include its patients in the event.

Transportation Update

Based on the results of the Transportation Survey, we have now replaced our Kroger grocery trips with Edwards Cash Saver. I will report back on whether the change increases ridership.

Based on the direction the Outreach board gave at its January meeting, Jagur and Chera have begun completing an AR DOT Section 5310 grant application for a wheelchair-accessible van. I will present the proposed van to you for your review. The van can be configured to fit up to 2 wheelchairs, with flip seats to seat more passengers when the second wheelchair space is not needed. With both wheelchair spots in use, it would accommodate 5 passengers and a driver. With one wheelchair spot in use, it would accommodate 8 passengers and a driver. The estimated price for the van is \$45,500, with the grant covering 80% and Senior Citizens Outreach covering the required 20% match, or \$9,100. Outreach's Bus Fund CD balance is \$7,495.14 and matures on 6/16/19.

I recently met with the new Executive Director of Rock Region Metro, Charles Frazier. He is applying for a grant to provide more public transportation services to seniors. His draft proposal is to provide a bus from Heritage/Bowker House and Campus Towers to the Hays Center a couple times a week, then go from the Hays Center to a grocery store and back. The trip details can be tweaked to suit demand if the grant is awarded.

Facility Update

We have a contract with JMD Construction to replace the mildewed sheetrock in the exercise room, fix water damage on ballroom window sills, replace sheetrock in the front entryway, replace mildewed acoustic panels on the south aerobics pool wall above the double doors, and treat the rust on the double doors.

Our other facility priority is to put the Ballroom A/V upgrade out to bid. We are currently reviewing specs and will get those to the Commerce Department to put them out to bid within the next month. Opening the bid does NOT obligate us to spend the money this year if we don't have it in the budget.

Thank you for your guidance on our member and rental policies at the last meeting. Based on some conversations with you and department heads, I have revised the co-sponsored rental policy for city department-affiliated nonprofits. I have included it in your packet for your consideration.

Administrative Update

Jagur's time with the Hays Center and Outreach is coming to a close this May. He has been a great asset to us. We thank him for his service and wish him the best in his post-MPA career!

I look forward to seeing you on April 22nd.

Patrick Henry Hays Senior Citizens Center and Mayor's Office of Volunteer Services
Monthly Report – March 2019

Member Statistics

- Our members logged 11,925 visits to the Hays Center (998 more than last month).
- The Commission has renamed our \$35 membership “Core Hours” and our \$150 membership “Extended Hours.”
- 108 new members joined the Hays Center this month for a total of 3,294 active members. *Note: total number of active members looks lower than last month's report, but I believe this is due to our transition to a new software system with more accurate reporting.*
- New member demographics:
 - 93 new “Core Hours” (\$35) members, 15 new “Extended Hours” (\$150) members.
 - 48 African American, 43 Caucasian, 1 two or more, 16 other/unknown.
 - 80 females, 28 males.
 - The youngest member to join this month was 50. The oldest was 88.

Deposits

- \$ 6,451.00 in new member fees
- \$13,473.72 in renewal fees
- \$ 4,020.00 in rental fees
- \$ 1,006.00 in trip fees
- \$ 543.00 in lunch/event sales
- \$ 339.00 in other revenue
- **\$25,832.72 Total (↑12.5% over last month)**

Activities

- Volunteer taught Origami class to members.
- Susan cooked a Mardi Gras-themed lunch.
- Held a 4-week course on memoir writing taught by a volunteer.
- 8 therapy dogs visited us from Therapy Dogs International.
- Angela taught a Precious Metal Clay jewelry class with about 12 participants.

Facility

- Auto Photocell was replaced for parking lot lights to ensure lights are operating properly.
- Started replacing fluorescent light fixtures with LED Panels as needed in the building.
- Hot water mixing valve replaced to ensure hot water consistency in showers.
- Exercise room projector screens replaced.
- Cable for Octane elliptical was changed out, and Sci-Fit Pro2 recumbent bicycle bearings upgrade was completed with Jack shaft, Idler, and Bi-directional bearing.
- Finished gathering quotes for building repairs and A/V upgrade.
- New swim suit wringer was installed.

- New locker room benches were assembled and put where needed.
- Floor electrical plugs replaced in fitness area due to short in plugs.

Trips

- We provided 18 trips, transporting a total of 119 people and collecting a total of \$1,048 in trip fees.
- Hays Center day trips went to Alma's A-Z, Dumas, Murry's Dinner Playhouse, Garvan Gardens, and Old Washington State Park.
- The Hays Center Quilters traveled to Heber Springs to show off their quilts.
- The Red Hat Society went out to eat and our Bean Bag Baseball teams traveled to three away games.
- Public senior housing residents traveled to medical appointments (4 trips) and grocery stores (3 trips).
- After driver, fuel, and meal costs, the transportation program netted -\$343.

Rentals

- 2 paid rentals
- 1 co-sponsored rental (NLR Woman's Club)
- Total rental income: \$1,125.00

Mayor's Office of Volunteer Services

- Hays Center volunteers reported 1,253 hours this month.
- Received 2 new volunteer applications.