

## Elko Senior Activity Programs

Public Board Meeting Minutes  
Monday April 20, 2020, at 2:00 pm  
Meeting Via Zoom  
[www.elkoseniors.org](http://www.elkoseniors.org)

### Attendees:

Board Members: Member Monica Coscarat, Vice-Chair Cindy Hyslop, Secretary Katrinka Russell, Member Jon Karr, Board Chair Jennifer Back

Staff: Victoria Torres, ESAP Director

### I. CALL TO ORDER at 2:04 PM

- a. Meeting was recorded and is available by e-mail request from Terrace Director and Board Chair.

### II. PUBLIC COMMENT

- a. Discussion: Public Comment (No Action on Public Comment)  
No public comment was made.

### III. REPORTS\*

- a. Financial and Program Reports
  - i. Accounts Payable/Paid Report – March 2020: Board reviewed Bills Paid check made out to Kerry Aguirre for staff meeting reimbursement for meals. Nicholas and company for \$8,424 is for cleaning supplies ramping up for COVID-19 preparation. Cleaning service is coming every day and two times a week in the office. Jon motioned to recognize the report as submitted, Katrinka seconded, and the Board voted unanimously to pass.
  - ii. Balance Sheet and P&L Budget – March 2020: Katrinka motioned to recognize the reports as submitted, Monica seconded, and the Board voted unanimously to pass.
- b. Program Report and Director's Report\*
  - i. Program, Building, Grounds, and Equipment Update
    1. Ruby Dome has started working on the parking lot, they have called US Dig and will begin working on cutting the asphalt next week. The area to be patched is only the portion in which they will be cutting to fix the line.
    2. Victoria has been sending out meal statistics to board members bi-weekly. Numbers are slowly rising serving 109-175 meals a day including home bound and drive thru. The staff checks in with homebound and those members taking advantage of drive thru if they need additional resources as well as providing updates. Staff is putting out 3-day menus. We have had many donations from the community. The staff started calling and reaching out to the members they have not seen or heard from to check to on them. Robo calls are still being utilized to provide information. Zoom is available to those seniors so they can interact with other members and ask questions to staff.
    3. The center can still use hand sanitizer, they have small bottles that can be filled from larger bottles. State is reimbursing all of our meals at the cost of home delivered meals.
    4. Nevada Gold Mines donated \$10,000 to the Senior Center, this money is being used for meal packaging, additional printing costs, cleaning supplies, etc.

5. One of the Meals on Wheels trucks was vandalized by an individual drilling into the gas tank and removing a full tank of gas. The tank needed to be replaced and was out of commission for a week. Board discussed reaching out to EJC for help with various costs. Victoria thinks the amount to fix the truck with all expenses including towing and gas replacement is approximately \$1,000.00. Insurance could not be used because we would not have reached our deductible.

#### IV. PUBLIC COMMENT

- a. Discussion: Public Comment – No action may be taken on a matter brought up under this item until the matter has been specifically included on an agenda as an item on which action will be taken.

Sharon Scholars inquired about the small soup servings. The staff is working on obtaining some larger containers with secure lids. It was suggested that Donuts n' Mor could provide some larger containers. Jon Karr also offered to help find resources that could supply containers that would accommodate the request.

Lita Piffero inquired about forming the member committee and would like to know the status. Lita inquired about the status of checking in on the members that have not been coming to the Center for meals. The staff at the center is forming a list of contacts from those members who would like to share their personal info so other members can contact them. Lita is concerned and frustrated that a members committee has not been formed and would like to see a committee formed as soon as possible. Robo calls are being made to alert members of the on goings at the Center. Lita asked that the staff looks at the website and works on making it more user friendly for members. Lita also voiced concerns about the newsletter not being accessible to seniors who are not coming to the center to collect meals by curbside. Victoria alerted the board that the newsletters had gone out in the mail and were posted on the senior center website. The County does have a link on their website for seniors to access for more information regarding COVID-19.

The members who joined online asked about when the board thought the Center would open back up, Victoria projected the Center to be open around June 1.

#### V. Dates to Remember

- a. Next Board Meeting TBA

- VI. **Adjourn Board Meeting\*** Cindy motioned to adjourn, Monica seconded, and members voted unanimously to close the meeting.

Approved: \_\_\_\_\_



Date: \_\_\_\_\_

4/20/2020

**Action may be taken on \* items**

*Reasonable efforts will be made to accommodate physically handicapped persons attending the meeting.*

*Please call Victoria Torres at 738-3030 in advance so that arrangements may be made.*

This notice and agenda has been posted in accordance with NRS 241.020 at the following locations: The Terrace, Elko Senior Activity Programs Inc., 1795 Ruby View Dr., Elko, NV Elko County Court House, 851 Idaho Street, Elko, NV; Elko County Library, 720 Court St. Elko, NV; NV ADSD, 1010 Ruby Vista Drive, Elko, NV