

Windham Senior Center Advisory Board Minutes
Windham Senior Center Dining Room – 1st Floor
47 Crescent Street, Willimantic, CT 06226
Thursday September 24, 2015 at 6:00pm

Present: Joan Light, Eugene Light, Robert Greenleaf, Janet Ragno and Victor Rayhall

Staff Present: Mary DeMarco

1. **Call to Order:** Meeting called to order by Chairman Gene Light at 6:00pm
2. **Citizens and Delegation:** None
3. **Adoption of Minutes:**
Victor Rayhall moved, seconded by Robert Greenleaf to accept the June 25, 2015 minutes as presented. **Motion passed unanimously.**
4. **Windham Senior Center Report**
Mary's report showed all the activities at the Center.
Old Business:
 - A. **Van Grant:** Discussed need for a new van. Janet agreed to check into getting a grant to purchase one.
 - B. **New Center:** Gene explained the letter he received Mr. Beets. Plans are taking much longer than anticipated.
 - C. **Staff:** Our receptionist has left to work in the Finance Department. We wish her well. A new receptionist is starting on September 29th.
 - D. **Kitchen:** A new table for preparation was purchased as the old table didn't pass test of health regulations.
5. **New Business:**
 - A. **Senior Center Policies and Guidelines:** Current policies and guidelines were changed to address needs of the Center. The Board discussed the changes and agreed to adopt them. Janet Ragno moved to adopt changes, Robert Greenleaf seconded. **Motion passed unanimously.**
 - B. **Oktoberfest:** All were encouraged to come and help.
 - C. **Thread City Flyer Newsletter:** Robert Greenleaf agreed to distribute the Center's newsletter to the different areas each month to relieve Kate's workload.
 - D. **Other:** Victor Rayhall agreed to look into any information on the new Center.
6. **Next Meeting:** Thursday, December 3, 2015
7. **Adjournment:** Victor Rayhall moved to adjourn the meeting, seconded by Robert Greenleaf. Meeting closed at 6:40pm.

Respectfully submitted,

Joan Light
Clerk, Windham Senior Center Advisory Board