

**MEETING MINUTES FOR  
ACTIVE SENIORS, INCORPORATED  
100 Harvest Street, Salinas, CA 93901  
DATE: January 4, 2024**

**1) Call to Order: 1:00 p.m.**

**2) Roll call:**

- a) Present: Thad Evans, Lionel Gill, Dwight Freedman, Virginia Yeater, Jim Tripp, Laura Ruggieri, Donna Elder-Holifield, Janet Street, and Christine Higgins
- b) Absent: Bob Whitlock, Loretta Salinas

**Guests:** Bob McGregor, Wayne McDaniel, Margaret Neal, and Shirley Jones

**3) Minutes of Previous Meetings:** Minutes of the December 7, 2023 Board Meeting were submitted and approved.

**4) Correspondence:** A thank you card and donation from the California Retired Teachers Association.

**5) Treasurer's Report:** Financial report – Bob McGregor gave the monthly treasurer's report. He reported that even with the wall remodeling expenses, all accounts are all in good shape and ASI is in good financial status.

**6) Old Business:**

- a) **Report of the Nominating Committee:** Jim Tripp reported that the nominees for the 2024 Board of Directors are: Linda Evans, Sera Hirasuna, Witold Piekarski, and Gerry Reynolds. Returning Board Members up for reelection are: Laura Ruggieri and Bob Whitlock.
- b) **Board Retreat:** Wayne McDaniel reviewed the agenda for the Board Retreat scheduled for Saturday, January 27 at 8:00 am. Agenda items include: Duties of Officers and Non-Voting Officers, Committee Reports, and Writing Drafts for Policies and Procedures.
- c) **Kitchen/Luncheon chef/caterer search:** Lionel Gill will continue the search and report back to the board next month. Margaret Neal announced that the Luncheon Committee will be meeting tomorrow to discuss solutions.
- d) **ASI policies and procedures:** Thad Evans presented a policy on how to deal with difficult members. A motion was made to approve the Board Policy for Difficult Members/Volunteers. The motion was moved, seconded, and approved. The President requested that the secretary record in the minutes that the Office Manager place this policy in the Office Procedures Manual. It was moved that the Office Manager's position be given the honorary and permanent title of Director of Office Operations. The motion was moved, seconded, and approved.

**7) New Business:** None

**8) Committee Reports.**

- a) **Sunshine and Health:** Donna Elder-Holifield passed two cards for Board signatures. She has also mailed two get-well cards.
- b) **Trips/Tours:** No report.



- c) **Facility Maintenance.** Bob McGregor reported that the following projects are scheduled:
    - i) annual cleaning of stove vents
    - ii) servicing of dishwashing
    - iii) door installation should take place this week
  - d) **Office Manager.** Dwight Freedman reported Total Paid Membership Amount is \$11,986; Total Paid Membership Count is 349; Total UnPaid Membership Amount: \$12,180; Total UnPaid Membership Count: 406; Total Membership Count: 755 and New Member Count is 53.
  - e) **Publicity Committee:** Wayne McDaniel reviewed the advertising in the “Health” magazine and reported that the Ukelele Club had performed at 8 different locations over the holidays. The Publicity Committee plans to meet next week to finalize 2024 plans and budget.
  - f) **Activities & Special Events:** No report.
  - g) **Speakers:** Janet Street noted that there may be a change in January’s guest speaker. She has received several recommendations for future presenters.
  - h) **Technology Committee:** Dwight Freedman noted that there will be a Technology Workshop on Thursday, January 18 from 1 to 3 pm. Dwight and Jim are proposing a presentation on Active Seniors website next month. Details to follow. Jim and Dwight are also researching new website hosts.
  - i) **Kitchen:** Lionel Gill reported the following:
    - i) January Luncheon Reservation Deadline: Friday, January 5, 2024
      - (a) January Menu: Big pots of various soups, bread/butter, and dessert.
      - (b) Clean Up: Lionel requested additional clean-up help. Bob McGregor will research the possibility of paid clean-up maintenance.
    - ii) Luncheon Committee: Margaret Neal noted that volunteers are needed to help with the set up and take down of tables and chairs.
  - j) **Grants.** Margaret Neal and Dwight Freedman will be meeting today regarding the Harden Foundation grant. March 1, 2024 is the application deadline.
- 9) Additional Items for Discussion. (Not requiring action):** Wayne McDaniel noted that an MST representative will be here on January 24, 2024 from 9 to 10 to present MST programs for seniors. Wayne also publicly thanked Shirley Jones and George Niesen for removing and storing the Christmas decorations.
- 10) Future Agenda Items:** None
- 11) The next regular monthly meeting will be Thursday, February 1, 2024 at 1:00 p.m.**
- 12) The meeting was adjourned at 2:12 p.m.**

**Respectfully submitted: Virginia G. Yeater**