



MINUTES
North Little Rock Senior Citizens Commission
May 26, 2020 | 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, Jim Lewis, Dorothy Romes, Dick Giddings, Belinda Snow, Marleene Calvin, Ed Coleman, and Beth White. Robert Barnes was absent. A quorum was declared.

A motion was made by Dick Giddings to excuse absences. The motion was seconded by Beth White. The motion passed unanimously.

A motion was made by Dick Giddings to approve the minutes of the previous meeting. The motion was seconded by Jim Lewis. The motion passed unanimously.

Director Bernadette Rhodes gave a financial overview, reporting that financials are in good order. The Hays Center's month-to-date expenditures are tracking at 33% for the year. The City has decided to extend memberships for the length of time that the Hays Center will remain closed. Rental revenue is down due to closure and events have been refunded.

A motion was made by Beth White to accept the financial report. The motion was seconded by Dick Giddings. The 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.

The Hays Center staff continue to make masks. A donation is encouraged in the amount of \$2 per mask. Donations are currently ahead of the cost to produce the masks. Senior Citizens Outreach has sponsored lunch for the staff. Currently we have produced 1,370 masks, 400 are in reserve for re-opening. Staff called to check on Hays members; needs. Members were delighted to hear from the staff and volunteers.

Printed quarterly newsletters for seniors: The Hays Center newsletter will be printed quarterly and available at the Center and online. Printing occurs through LPI at no cost to the City.

Transportation: Rock Region Metro has offered to assist with transportation at no cost during the time we are closed. They are willing to help transport for medical, grocery and pharmacy needs. This will be a week by week basis until we reopen.

Ms. Rhodes gave a facility and equipment update. The staff has cleaned the entire building and will touch-up prior to reopening. Currently we are waiting on the Governor's guidelines for Phase 2 due to COVID-19 before opening. The pool is a major concern considering showers and lockers are closed. There will be strict social distancing guidelines in place as we reopen. With health guards throughout the building to help enforce the guidelines. There will be a screening station prior to entering the building to help lower the risk of spreading COVID-19. Our biggest concern is we do not want to be a source for spreading the disease. Members in work out areas will have to maintain 12 feet apart and stationary members will keep a distance of 6 feet.

Open comment: None.

Marleene Calvin made a motion to adjourn the meeting. Jim Lewis seconded. Mr. Blankenkemper adjourned the meeting at 3:50 pm.

Minutes approved by the Senior Citizens Commission at its June 22, 2020 meeting.

Memo To: North Little Rock Senior Citizens Commission
From: Bernadette Gunn Rhodes
Memo Date: May 26, 2020

I am excited to see many of you in person for the first time in long time. Even though the Hays Center has been closed, we have quite a bit to report.

Program Update

We published our first 8-page quarterly newsletter through LPi last month and are very pleased with how it turned out. I have included a copy in your packet.

Since our last meeting, we embarked on a mission to contact all our Hays Center members and managed to contact over 4,000 individuals with the help of staff members and volunteers. Our members really appreciated the check-ins, and we were able to connect a few dozen individuals with emergency food, pharmacy pickup, and even some toiletries. We continue to stay in touch with several of our most in-need members and see to it that they get food regularly.

We started sewing face masks in mid-April, which quickly got publicized in the newspapers, TV news, and online. We became instantly overwhelmed with requests, but managed to catch up and are now ahead on production. The material and supplies are being sponsored by Senior Citizens Outreach Services, and we are suggesting an optional \$2 per mask donation from those who receive them. We have been taking requests from seniors and healthcare workers as well as supplying city staff as needed. **To date, we have distributed 970 face masks, added 400 masks to our “reopening reserve” for members who come in without them, spent \$1,729 on supplies and collected \$2,090 in donations.** Our plan is to set aside 500 masks for our reopening reserve and then donate any excess masks to hospitals.

We are still awaiting our client’s signature the contracts with BGC Advantage to provide resident services to the senior housing tenants at Hickory View, Cedar Gardens, Maple Place, and Oak View. We ended services under the old (2014) contract as of February 21, 2020, which was also the last day of employment for our three Activity Directors. Our search for a new Activity Coordinator is on hold until we receive the signed contracts.

Membership and Attendance Update

No new members or attendance to report.

Financial Update

Our expenses have been somewhat lower due to our closure, particularly in utilities and janitorial supplies. Of course, our income has taken a big hit and has been \$0 for the past two months. As of April 30th, 33% into the year, we had spent 23.8% of our budget expenditures and deposited 17.6% of our budgeted revenue.

The closure significantly reduced our rental income and annihilated our membership income. We have issued refunds for most rentals and rescheduled some others.

A \$7,717.00 CD belonging to Senior Citizens Outreach Service’s bus fund with AFCU has been cashed out and will be deposited into Outreach’s US Bank checking account. We hope we will be awarded the ARDOT grant soon and can use the bus fund to pay our match for a new van.

Transportation Update

Due to our closure, our drivers are on furlough, but Rock Region Metro has stepped in to provide grocery and medical transportation to senior public housing residents at no charge through its LINKS Paratransit. They have waived the qualification requirements and will continue to provide the service on a week-to-week basis as long as they are able to do so based on their demand.

Facility Update

National HVAC has order the new HVAC unit for the aerobics pool and it should arrive mid-June. We hope it can be installed before we reopen so there is no disruption to members.

Our IT department is working with its Wi-Fi vendor, Aruba, to schedule a walk-through of the Hays Center. The walk-through has not yet taken place due to COVID-19 delays.

I am still awaiting a quote from Taggart's interior designer to help us plan a 2020 ballroom renovation and explore options for relocating our front desk to improve the ambience and security of the entryway.

Our street department and Bruce were able to expose and fix a significant sprinkler leak underneath the sidewalk by the north door.

Bruce and team are working diligently to prepare the building for our eventual reopening. Details in the "Reopening Considerations" document.

Patrick Henry Hays Senior Citizens Center and Mayor's Office of Volunteer Services Monthly Report – April 2020

Outreach

- We finished our big push to reach out to all Hays Center members and connect those in need with resources such as grocery/pharmacy pickup and emergency food. Margaret Powell and Steve Shields have continued the effort with regular follow-up calls and occasional food delivery to those in need (a big thanks to them!).
- In mid-April, Hays Center staff began sewing cloth face masks with the help of Dan and Shirley from Neighborhood Services (big thanks to them, too!). The material is being sponsored by Senior Citizens Outreach we are suggesting an optional \$2 per mask donation from those who receive them. We have been taking requests from seniors and healthcare workers as well as supplying city staff as needed. In April, we distributed a total of 448 masks and collected \$1,041 in donations.

Memberships

- The Hays Center has been closed to members, so we have not had any new or renewal membership income.
- We are informing members that once the Center reopens, their memberships will be extended for the amount of time we were closed.
- In coordination with the Mayor's Office and Parks and Recreation, we have decided to remain closed at least through the month of May and have informed all our members. We are beginning to formulate guidelines and procedures for an eventual reopening but will continue to work with the Mayor's Office & Parks to coordinate timelines.

Deposits

- None.

Activities (Susan Russell)

- None other than our outreach activities listed above.

Facility (Bruce Vang)

- Minor repairs to building and pool chemical systems.
- New HVAC unit for aerobics pool has been ordered. Awaiting delivery.
- Changing out light fixtures to LED, including in swimming pool areas and in parking lot.
- American Leak Detection identified sprinkler system leak under sidewalk by north door. Working with Street Department on sidewalk cut.

Trips (Chera Sbait)

- Transportation has been suspended due to COVID-19 concerns. However, there is still a large need among public housing residents to travel to the grocery store or doctor's appointments.
- We are ready to resume transportation but have no available part-time drivers with a CDL.

Rentals (Angela Wirt)

- All rentals through mid-June have either cancelled or been rescheduled.

Mayor's Office of Volunteer Services (Angela Wirt)

- Continuing to collect hours from other city departments. Hays Center volunteering has been limited to people who helped call other members to check on them.