

Redwood Coast Senior Center

Minutes of the Board of Directors Meeting

Thursday March 26, 2020

Board Members Present (all via video conference): Zomala Abell, Paula McDonell, Jean Mann, Michael Carroll

Staff Present (via video conference): Jill Rexrode, Mark Steese

Call to Order: The meeting was called to order at 10:36

Public Comments: None

Approval of the Agenda:

Agenda revised to focus only on current issues related to the RCSC shut down and the situation regarding the virus pandemic. Further revised to skip reports from pre-center closure. Approved by all.

Approval of Minutes:

Approved by all.

Financial Report:

Reviewed and approved as presented, not discussed.

Operations Report:

Rexrode reported on programs and activities related to the center shutdown and the continuing services being offered. Meal delivery service for those formerly using the center lunch meal service, will be started on Tuesday March 31. Individuals registered for normal lunch service will be contacted by phone to find those in need.

Rexrode was interviewed by KZYX and talked about the continuing services the center is offering.

Center staff is utilizing their time moving the Attic Thrift Store and preparing its previous space for the Day Program.

Staff did a deep clean and sanitizing of the facility. Rexrode stated that staff is being checked for fever and other symptoms and will be sent home if they occur. Carroll suggested that frequently touched surfaces be sanitized multiple times per day due to the fact that a staff member may have the virus but be asymptomatic for a week or more, inadvertently spreading the virus to the rest of the staff.

Kitchen is being staffed by Alice, Kerry Gardner and with Nicholas from the school as part of the work study program. Rexrode believes this is adequate staff for the current needs including the additional meal delivery. Budget should be adequate since Jose is no longer working in the kitchen and Sal has not returned.

The only layoff was Jose in the kitchen who was only temporary.

Rexrode stated that there should be no net impact on the budget due to these changes.

Rexrode stated that AAA might be 45 days behind on contract payments due to their system changes. Recent donations will provide a financial cushion.

Research into the Auditor continues with no final decision yet.

Plans for bathroom remodel is awaiting contractor bids.

No action on the Marketing Plan.

New Business:

Covered in operations report above.

Adjourned at:

11:15 AM

Next Meeting:

Wednesday April 29, 10:30 AM

Submitted: Michael Carroll