

# **A G E N D A**

A regular meeting of the Senior Center Advisory Committee to be held at the Senior Center, 122 Park Hills Drive, Waxahachie, Texas on Wednesday, May 16, 2018 at 1:30 p.m.

BOARD MEMBERS:           Patti Junkin, Chairman  
                                  Patty Smith, Vice Chairman  
                                  Mike Lee  
                                  Joe Jenkins  
                                  Ray Weable  
                                  Lee Johnson  
                                  Peggy Loftis

1.     Call to Order
2.     Invocation
3.     Approval of minutes for Senior Citizens Center Advisory Committee meeting of March 21, 2018
4.     Discuss financial report for period ending April 30, 2018 and take any necessary action
5.     Review STEM Education Garden financials
6.     Review Ordinance No. 2554 for Advisory Member Board
7.     Review Senior Safety Awareness Program and Breakfast Club events
8.     Public comments
9.     Adjourn

**The Senior Center Advisory Committee reserves the right to go into Executive Session on any posted item.**

This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at 469-309-4005 or (TDD) 1-800-RELAY TX

Waxahachie Senior Citizens Center Advisory Committee  
March 21, 2018

(3)

A regular meeting of the Senior Center Advisory Committee was held at the Senior Center, 122 Park Hills Drive, Waxahachie, Texas on Wednesday, March 21, 2018 at 1:30 p.m.

Members Present: Mike Lee  
Joe Jenkins  
Ray Weable  
Lee Johnson  
Peggy Loftis

Members Absent: Patti Junkin, Chairman  
Patty Smith, Vice Chairman

Others Present: Jeanee Smiles, Director, Waxahachie Senior Citizens Center  
John Smith, Director of Parks and Recreation  
Lori Cartwright, City Secretary  
Mary Lou Shipley, Council Representative

1. **Call to Order**
2. **Invocation**

Ms. Peggy Loftis called the meeting to order and Mr. Ray Weable gave the invocation.

3. **Approval of minutes for Senior Citizens Center Advisory Committee meeting of January 17, 2018**

**Action:**

*Mr. Joe Jenkins moved approval of the minutes of the Senior Center Advisory Committee meeting of January 17, 2018. Mr. Ray Weable seconded, All Ayes.*

4. **Discuss financial report for period ending February 28, 2018 and take any necessary action**

*{Mr. Mike Lee arrived}*

Ms. Jeanee Smiles, Director of Waxahachie Senior Center, reported the financials are combined being the Senior Center and STEM Garden. She reviewed expenses for various projects noting \$37,010 was moved to the STEM Garden account that was approved at the January 17, 2018 meeting.

Ms. Smiles referenced the Hickerson Garden noting garden applications and fees have been coming in and monies will be used to order compost. She noted the Hickerson Garden is separate from the STEM Garden.

**Action:**

*Mr. Lee Johnson moved to approve the Financial Report for period ending February 28, 2018 as presented. Mr. Mike Lee seconded, All Ayes.*

5. **Review STEM Education Garden financials**

Ms. Smiles reported there are still grants out and monies through donations coming in. She stated \$167,000 has been donated noting it does not include donations from DART. Ms. Smiles presented a handout of working grants. She stated the Center will be seeking donations from Toyota, Amazon and Buckee's.

Ms. Smiles reported Herman Seeds is sending 100 packets of seeds to the Center for the garden noting the Center will pay shipping only. She stated the center is excited to get the seeds because Herman Seeds only ships to schools.

**Action:**

**6. Review events scheduled for 2018**

Ms. Smiles reported upcoming events include having Officer O.T. Glidewell, Waxahachie Police Department, visit the center to come in and start a series pertaining to senior awareness. She announced Officer Glidewell will visit on April 6, 2018. On May 9, 2018 a bus of seniors will be going to the Texas Rangers Baseball game.

Ms. Smiles announced the first annual Healing Hearts Breakfast Club met on March 14, 2018 noting it is a complimentary breakfast for community widows/widowers and allows them fellowship with one another. She reported the first meeting had approximately 40 in attendance. Ms. Smiles stated Healing Hearts Breakfast Club will meet on the third Wednesday of each month. She stated she will be reaching out for sponsorship noting care facilities are already stepping up wanting to sponsor.

Ms. Smiles announced April 24, 2018 will be the United Way Quarterly meeting.

Mr. Lee Johnson stated the United Way reaches out to the entities in which they serve noting the funds they receive will go back into the community.

Ms. Smiles referenced roof repairs noting city staff has been in contact with the contractor. She stated City Manager Michael Scott noted the city will look at a complete roof repair and not patch work.

**7. Public Comments**

None

**8. Adjourn**

**Action:**

*There being no further business, Mr. Lee Johnson moved the meeting adjourn at 2:10 p.m. Mr. Ray Weable seconded, All Ayes.*

Respectfully submitted,

Lori Cartwright  
City Secretary

(4)

2:39 PM  
05/04/18  
Cash Basis

**Waxahachie Senior Advisory Council**  
**Profit & Loss**  
**January through April 2018**

	<u>Jan - Apr 18</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Direct Public Grants</b>	
<b>Nonprofit Organization Grants</b>	
GERDAU	1,000.00
United Way	5,000.00
<b>Total Nonprofit Organization Grants</b>	<u>6,000.00</u>
<b>Total Direct Public Grants</b>	6,000.00
<b>Direct Public Support</b>	
Corporate Contributions	1,000.00
Individ, Business Contributions	
Gryphon Toy Run	7,378.00
Individ, Business Contributions - Other	2,292.92
<b>Total Individ, Business Contributions</b>	<u>9,670.92</u>
<b>Total Direct Public Support</b>	10,670.92
Donation	63.00
Interest	32.24
<b>Other Types of Income</b>	
Art Department	213.50
Coffee	127.50
Copies	17.05
Exercise Band	56.00
Garden Club	1,422.00
Meals	966.00
<b>Total Other Types of Income</b>	<u>2,802.05</u>
<b>Special Events Income</b>	<u>155.00</u>
<b>Total Income</b>	19,723.21
<b>Expense</b>	
<b>Business Expenses</b>	
<b>Allocation of Programs</b>	
Allocation of supplies	338.33
Angel Tree	139.85
Arts and Crafts	39.08
Food Purchases- Special Program	4.25
Fuel	129.66
Games	107.00
Hickerson Memorial Park	71.08
Office Furniture	25.00
<b>Special Events Programs</b>	
Special Event Program Services	305.75
Special Events Programs - Other	318.43
<b>Total Special Events Programs</b>	<u>624.18</u>
<b>Total Allocation of Programs</b>	1,478.43
<b>Garden Expenses</b>	891.95
Transportation Fee	1,212.00
<b>Total Business Expenses</b>	<u>3,582.38</u>
<b>Food Preparation Services</b>	455.00
<b>Food Purchases</b>	4,222.90
<b>Instructors</b>	175.00
<b>Office and Marketing Services</b>	175.00
<b>Total Expense</b>	<u>8,610.28</u>
<b>Net Ordinary Income</b>	<u>11,112.93</u>

(4)

2:39 PM  
05/04/18  
Cash Basis

**Waxahachie Senior Advisory Council**  
**Profit & Loss**  
January through April 2018

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	<u>Jan - Apr 18</u>
Net Income	<u><u>11,112.93</u></u>

2:40 PM  
05/04/18  
Cash Basis

Waxahachie Senior Advisory Council  
**Balance Sheet**  
As of April 30, 2018

(4)

	<u>Apr 30, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
CNB- Fundraiser 410	11,681.50
CNB -Programs	1,768.60
Compass Bank	67,752.16
STEM Education Garden	40,124.90
<b>Total Checking/Savings</b>	<u>121,327.16</u>
<b>Other Current Assets</b>	
Petty Cash	100.00
<b>Total Other Current Assets</b>	<u>100.00</u>
<b>Total Current Assets</b>	<u>121,427.16</u>
<b>Fixed Assets</b>	
Accumulated Depreciation	-52,755.00
Fitness Expansion	27,571.77
Furniture and Equipment	49,276.61
Hickerson Memorial Garden-Park	47,690.05
<b>STEM Garden</b>	
Butterfly Garden	10,000.00
Earth Sciences	5,091.27
Operational Areas	88,510.00
Soil Conservation	500.00
Technology Teaching Area	24,018.00
STEM Garden - Other	32.89
<b>Total STEM Garden</b>	<u>128,152.16</u>
<b>Total Fixed Assets</b>	<u>199,935.59</u>
<b>TOTAL ASSETS</b>	<u><u>321,362.75</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Unrestricted Net Assets	310,249.82
Net Income	11,112.93
<b>Total Equity</b>	<u>321,362.75</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>321,362.75</u></u>

(5)

2:47 PM  
05/04/18  
Cash Basis

**Waxahachie Senior Advisory Council**  
**Profit & Loss**  
**January through April 2018**

	<u>Jan - Apr 18</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Direct Public Grants</b>	
<b>Nonprofit Organization Grants</b>	
GERDAU	1,000.00
<b>Total Nonprofit Organization Grants</b>	<u>1,000.00</u>
<b>Total Direct Public Grants</b>	1,000.00
<b>Direct Public Support</b>	
Corporate Contributions	1,000.00
Individ, Business Contributions	
Gryphon Toy Run	7,378.00
Individ, Business Contributions - Other	<u>2,226.74</u>
<b>Total Individ, Business Contributions</b>	<u>9,604.74</u>
<b>Total Direct Public Support</b>	<u>10,604.74</u>
<b>Total Income</b>	11,604.74
<b>Expense</b>	
<b>Business Expenses</b>	
Allocation of Programs	
Allocation of supplies	<u>224.50</u>
<b>Total Allocation of Programs</b>	<u>224.50</u>
<b>Total Business Expenses</b>	224.50
<b>Instructors</b>	<u>125.00</u>
<b>Total Expense</b>	<u>349.50</u>
<b>Net Ordinary Income</b>	<u>11,255.24</u>
<b>Net Income</b>	<u><u>11,255.24</u></u>

(6)

**ORDINANCE NO. 2554**

**AN ORDINANCE CREATING A SENIOR CENTER ADVISORY COMMITTEE FOR THE CITY OF WAXAHACHIE, TEXAS, AND SETTING THE NUMBER OF MEMBERS, TERM OF OFFICE, AND POWERS THEREOF, AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS:**

**SECTION 1.**

The City Council shall appoint a Board to be known as the Senior Center Advisory Committee. The membership of said Board shall be composed of seven (7) members. The Board members shall serve without compensation.

**SECTION 2.**

The Senior Center Advisory Committee shall be organized by electing one chairman and one vice-chairman. The officers of said Board shall serve for one year and until their successors are elected and qualified. This provision shall not operate so as to extend the term of any Board member.

**SECTION 3.**

The Senior Center Advisory Committee shall hold meetings as may be determined by it, and may set regular meeting dates as frequently as said Board may so desire. Special meetings may be called for the transaction of any business, and a quorum of the members of the Board at any meeting shall consist of four (4) members. All meetings of the Senior Center Advisory Committee shall be public, but said meeting place may be designated by the said Board, and does not have to be held at the Senior Center.

**SECTION 4.**

Senior Center Advisory Committee members shall serve for a term of two (2) years, with the exception that for the inaugural Committee, the City Council shall appoint four (4) of the voting members to a term of three (3) years and three (3) of the voting members to a term of two (2) years.

**SECTION 5.**

Should a vacancy occur on said Board, the City Council shall appoint a successor for the unexpired term.

**SECTION 6.**

The City Council may remove from office any member of the Board for any cause deemed by the Council to be in the best interest of the City of Waxahachie.



(4)

**SECTION 7.**

The Senior Center Advisory Committee shall provide direction as it pertains to the policies and programs of the Senior Center.

**SECTION 8.**

The Senior Center Advisory Committee does not have any authority to create legal obligations or liabilities of the City of Waxahachie.

**PASSED AND APPROVED** on this 19<sup>th</sup> day of January, 2010. .



*Loi Saunders*  
\_\_\_\_\_  
City Secretary

*Ray Johnson*  
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MAYOR