

**Minutes of Regular Meeting of the
San Jose Senior Center Advisory Board
Held at San Jose Senior Center
2814 San Jose Blvd
On November 1, 2017**

VOTING MEMBERS PRESENT:

Pat Jones	Chairperson
Jim Grantner	Board Member
Franceal Lucia	Board Member
Lionel Munoz	Board Member
Jackie Rayroux	Board Member
Eugene Thompson	Vice Chairperson
Julia Williams	Board Member

VOTING MEMBERS ABSENT:

None.

OTHERS PRESENT:

Amparo C. Vasquez	San Jose Senior Center Manager
Corina Yrigollen	San Jose Senior Center Assistant Manager
Patsy Jackson	Director of Arts and Culture

EX-OFFICIO MEMBERS ABSENT:

Dale Janway	Mayor
Steve McCutcheon	City Administrator

1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM:

Roll call of those present was taken by Pat Jones, Chairperson. It was determined that a quorum was present. The meeting was called to order at 1:00 p.m.

2. APPROVAL OF THE AGENDA OF NOVEMBER 1, 2017:

After a review of the November 1, 2017 agenda, J. Grantner moved that the agenda be approved and seconded by J. Williams.

The vote was as follows: Yes: J. Grantner, P. Jones, F. Lucia, L. Munoz, J. Rayroux, E. Thompson and J. Williams.

No: None. The motion carried.

3. APPROVAL OF MINUTES OF OCTOBER 4, 2017 REGULAR MEETING:

The motion was made by L. Munoz and seconded by J. Williams that the Minutes of the October 4, 2017 regular meeting be approved. The vote was as follows: Yes: J. Grantner, P. Jones, F. Lucia, L. Munoz, J. Rayroux, E. Thompson and J. Williams.

No: None. The motion carried.

4. APPROVAL OF NOVEMBER 2017 CALENDAR OF WEEKLY ACTIVITIES:

- Daily meals served from 11:30 – 12:30
- Daily entertainment 11:00-11:30
- Monday Crochet Class 8:00 – 10:00
- Monday Low Impact Exercise 9:00-9:30
- Monday Creative Coloring 9:00 - 10:00
- Monday Computer Class - by appointment
- Monday Mexican Bingo 10:00 – 11:00
- Monday Line dancing 1:30-4:00
- Monday CVCN Advisory Board 12:00
- Tuesday Computer Class – by appointment
- Tuesday Mexican Bingo 10:00 – 11:00
- Tuesday Blood Pressure/Sugar Levels 10:30-11:30
- Tuesday Bingo 1:00-4:00
- Tuesday Dominos 3:00
- Wednesday Crochet Class 8:00 – 10:00
- Wednesday Quilting Class 9:30-5:00
- Wednesday Computer Classes – by appointment
- Wednesday Mexican Bingo 10:00 – 11:00
- Wednesday Amateur Hour - 10:45
- Wednesday San Jose Advisory Board - 1:00
- Thursday Computer Classes – by appointment
- Thursday Mexican Bingo 10:00 – 11:00
- Thursday Line Dancing 1:30-4:00
- Thursday Dominos 3:00
- Thursday Ceramics/Crafts 10:00-4:00
- Thursday Blood Pressure/Sugar Levels 10:30- 11:30
- Friday Crochet Class 8:00 – 10:00

- Friday Low Impact Exercise 9:00-9:30
- Friday Creative Coloring 9:00 – 10:00
- Staff Safety Huddle – 9:00
- Friday Computer Classes – by appointment
- Friday Mexican Bingo 10:00 – 11:00
- November 1st – San Jose Advisory Board Meeting – 1:00 p.m.
- November 4th – Craft and Bake Sale – 7 a.m. to 12 noon
- November 6th – CCVN Advisory Board Meeting – 12 noon
- November 9th – Veteran’s Day Celebration – 10:30 a.m.
- November 10th – Center closed in observance of Veteran’s Day
- November 16th – Thanksgiving Dinner served by the Kitchen Staff
- November 23rd – Center closed in observance of Thanksgiving
- November 24th – Center closed in observance of Thanksgiving
- November 30th – November Birthdays

A motion was made to approve the November activities, by J. Williams and seconded by J. Rayroux.

The vote was as follows: Yes: J. Grantner, P. Jones, F. Lucia, L. Munoz, J. Rayroux, E. Thompson and J. Williams.

No: None. The motion carried.

5. MONTHLY REPORT FOR OCTOBER 2017:

Ms. Vasquez reported the number of patrons served in October was 2,253 and the nutritional program served 1,932, for a total of 4,185 patrons served.

Ms. Vasquez stated that in October we received \$6,149.00 in bingo money. The sum of \$144.00 was held out in order to purchase more bingo cards. The amount paid out to the bingo players was \$6,005.00.

We had 4 new members sign up during this month.

6. MANAGER’S REPORT:

Ms. Vasquez stated that the following transpired during the month of October:

The CCVN held their Advisory Board meeting on the 2nd of October. The San Jose Advisory Board met on the 4th of October. AARP held a Safe Driver class on the 6th of October.

A Halloween Craft Class was held on October 12th. We made Halloween goblins and pumpkins out of discarded toilet paper rolls.

The Medicare Representatives were here on October 25th and 26th to inform and help anyone concerning the Open Enrollment Part D. About 30 seniors made appointments to meet with the representatives.

The nurses from Walgreens came to the center on October 26th to administer the flu shots to any senior or individual who wanted the flu shot.

The Halloween Dance was held on the 27th of October. We had a very good crowd. Prizes were awarded to the first, second and third place best costume winners.

The October birthdays were celebrated on the 31st along with a Halloween Celebration. We had a cake walk, the Line Dancers performed, costume contest and we had cupcakes and goody bags for all.

Upcoming events for the month of November are Josh Moore with the Transit System will be here on the 1st of November to discuss the services and routes the Transit provides. On Saturday the 4th we will have a Craft and Bake Sale from 7 a.m. to 12 noon. The Veteran's Day Celebration will be held on November the 9th and the Thanksgiving Dinner will be served by the Mealsite on the 16th of November.

7. DISCUSSION – GRIEVANCE/COMPLAINT POLICIES:

Jim Grantner presented a draft of a Grievance/Complaint and Code of Conduct for the Board's review. A discussion was held concerning same, and several suggestions were made. J. Grantner will make those additions and corrections to the forms and present the new forms at our next meeting for approval.

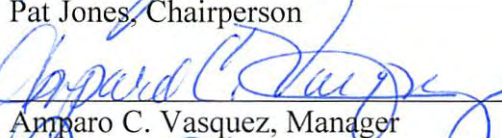
8. ADJOURNMENT:

With no further business to discuss Chairperson Pat Jones declared the Meeting adjourned at 1:45 p.m. The next meeting is scheduled for Wednesday, December 6, 2017 at 1:00 p.m.

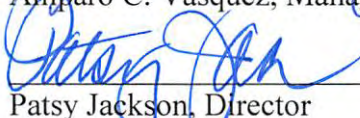
Approved by:



Pat Jones, Chairperson



Amparo C. Vasquez, Manager



Patsy Jackson, Director