

**Minutes of the  
North Mesa Senior Recreation Center Advisory Board  
Held at North Mesa Senior Recreation Center  
Regular Meeting  
1112 N. Mesa  
Wednesday, September 11, 2019**

**Voting Members Present:**

Helen DeAnda	Board Member
Beth Fredrick	Board Member
Jean Loafman	Vice Chairperson
Ysidro Molinar	Board Member
Jay Redman	Board Member
Jigger Skillern	Board Member

**Voting Members Absent:**

Sally Garner	Chairperson
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**Board Secretary Present:**

Dina Navarrette	Center Manager
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**Others Present:**

Wayne Hughes	NMSRC member
Angie Barrios-Testa	Community Development Director
Cherie Folk	Center Assistant Manager

**1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF A QUORUM**

The meeting was called to order at 3:07 p.m. by Vice Chair Jean Loafman filling in for Chairperson Sally Garner. It was determined that a quorum was present.

**2. CONSIDER APPROVAL OF AGENDA**

A motion was made by Helen DeAnda and seconded by Ysidro Molinar to approve the September 11, 2019 agenda. The vote was as follows:

Yes- Ysidro Molinar, Jigger Skillern, Jay Redman, Helen DeAnda, Beth Fredrick, and Jean Loafman

No-

Absent- Sally Gardner

**3. CONSIDER APPROVAL OF August 14, 2019 MEETING MINUTES**

The approval of the last month's meeting minutes was tabled due to distributions of incorrect minutes.

#### 4. DISCUSS AND CONSIDER COURSE OF ACTION RELATING TO MEMBER COMPLAINT

Dina began by informing the board the specifics of the incident that occurred on Friday, August 23, 2019 in the auditorium. **(Attachment A)** Each person present received a copy of the written complaint by Christina Mann and three witness reports including the incident report by assistant manager Cherie Folk. Dina brought to the boards' attention another incident involving Christina and the dog at the center where the dog was loose and wandering the hall and women's bathroom. She also mentioned to the board that from the very beginning of the dog coming to the center staff and members were told Ms. Mann was training the dog to be a Service Dog for a disabled wheelchair bound veteran.

Mr. Hughes was then invited to explain his side of the incident to the board. He let the board know that he had asked Ms. Mann on several occasions to keep the dog away from the food table at the monthly potluck socials but had been unable to convince her to do that. He said he grew more frustrated with Ms. Mann and on another occasion prior to this incident they had exchanged words over her taking "left-over" food items home. Mr. Hughes acknowledged that he should have asked management for help rather than approaching Ms. Mann and antagonizing her dog during the incident in question. Mr. Hughes left the meeting at 3:22.

The board and City management then discussed Mr. Hughes and his wife's active participation at the center and how long they have been members without any big problems. The discussion also included comments by board members as to how the issue of the dog was going to be handled. Angie Barrios-Testa assured the board that City Administration including City attorneys would be advising the center how to proceed regarding the admittance of the dog to activities and events here at the center.

A motion was made by Beth Fredrick and seconded by Jay Redman to have Dina counsel Mr. Hughes about the center policies and procedures and code of conduct. The vote was as follows:

Yes- Ysidro Molinar, Jigger Skillern, Jay Redman, Helen DeAnda, Beth Fredrick, and Jean Loafman

No-

Absent- Sally Gardner

#### 5. UPDATE CURRENT FY 2019-2020 BUDGET

Dina informed the board that the Lapidary capital funds from last years budget did not carry over to the 2019-2020 at this time. However it will be included once a budget adjustment has been requested and then approved by the budget committee. In the meantime she can make necessary purchases for the Lapidary that will be accounted for once the adjustment is finalized.

#### 6. UPDATE & DISCUSS MAINTENANCE, CONSTRUCTION AND REPAIRS

Dina updated the board of the following:

- **Lapidary Remodel and Equipment Purchases**

Work continues on the Lapidary in the form of electrical and plumbing. The tables that were delivered and damaged during transit have been cancelled and will be reordered with another company.



- **Stripping and Resealing Pool and Yucca Room Floors**

The Pool room and Yucca rooms were completed last weekend and look great. Buffing pads have been ordered and hopefully will take down the little grit on the Mesa room floor and should solve the problem the line dancers have been having with unable to move smoothly across the floor.

- **Library Shelf Replacement**

Dina stated that she has two of the three estimates needed for the shelf replacement in the Library. She shared with the board that it will be like a complete remodel when finished including approximately 30% increase in capacity for all the media that we have. The update will also include a larger screen TV that will be located in a shelving unit surrounded by media and placed lower for better viewing.

- **Hallway Lockers**

Dina told the board that this undertaking will be a little trickier project than most due to the extreme difference in the two estimates that she has received. Dina admitted that she does not know enough about the purchase of wood and building so she will be asking more questions and learning more about this process before submitting the bids. Dina's information included that this project will not be started until the middle of the fiscal year- January2020.

- **Closet Conversion**

Dina updated the board regarding the space for our facility maintenance personnel. She stated that she has had two contractors with who she has discussed the plans and it does not appear to be that big of a project to get it where we want it to be. Again, this will be more a middle of the fiscal year project.

## **7. DISCUSS AND CONSIDER APPROVAL OF UPDATES/CORRECTIONS ON POLICY & PROCEDURES MANUAL FOR NMSRC. (Attachment B)**

Dina explained to the board that the paperwork they received is proposed changes to the Policy and Procedure manual. She instructed that each change includes three versions and that the very last page of each is the final change of that policy. This will be up to a vote at the October 9<sup>th</sup> meeting.

## **8. UPDATE ON NMSRC ACTIVITIES AND EVENTS**

- **Ice Cream Social - TBD**

Dina reminded the board that the Ice Cream Social is rescheduled for a spring event/open house. The date at this time is to be determined. This activity will be a promotional event to let the public know what is offered at the center for citizens 40 years of age and up.

- **The Garage Sale on August 17<sup>th</sup>** was again a huge success. This event gets bigger every year. Dina said that staff thinks that eventually we will consider adding booths outside to accommodate vendors with larger items. We will address this when the time gets closer and we are aware of the need.
- **Craft Fair – Saturday, October 26<sup>th</sup>**  
Dina was happy to announce that the Craft Fair is making great progress. Advertising is posted on the city Facebook page and has been submitted to the city web page. We are contacting vendors and will be distributing the posters, and hoping that “word of mouth” gets out helping attract surrounding area vendors.
- **Weekly Bingo – Wednesday, October 2<sup>nd</sup>** —Bingo will be played every Wednesday night starting Wednesday, October 2 at 6:30 p.m. There is a lot of buzz at bingo games around town so we anticipate a good crowd.

**9. ANNOUNCE NEXT MEETING DATE AND TIME**

Next meeting will be held on October 9<sup>th</sup>, 2019.

**10. ADJOURNMENT**

Jean reminded members that the next meeting will be October 9, 3:00 p.m.  
Motion made by Ysidro Molinar and seconded by Jigger Skillern to adjourn.  
Meeting adjourned at 4:05 p.m.

Minutes approved on behalf of the North Mesa Senior Recreation Center Advisory Board:

Sally Garner  
Sally Garner, Chairperson

10 Oct 2019  
Date