

**Minutes of the
North Mesa Senior Recreation Center Advisory Board
North Mesa Senior Recreation Center
Regular Meeting
1112 N. Mesa
Wednesday, November 8th, 2023**

Voting Members Present:

Jean Loafman	Chairperson
Beth Frederick	Vice-Chairperson
Margaret McClure	Board Member
Juanita Jojola	Board Member
Jay Redman	Board Member
John Caraway	Board Member
Bob Rostro	Board Member

Voting Members Absent:

Ex-Officio Members Present:

Angie Barrios-Testa	Director of Municipal Services
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Board Secretary Present:

Dina Navarrette	Center Manager
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Others Present

Maria Brito	Center Assistant Manager
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1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF A QUORUM

Roll call of those present was taken at 2:30 p.m. by Chairperson Jean Loafman. It was determined that a quorum was present.

2. CONSIDER APPROVAL OF AGENDA

A motion was made by John Caraway and seconded by Beth Frederick to approve the agenda of November 8th, 2023. The vote was as follows:

Yes- Beth Frederick, Margaret McClure, John Caraway, Jay Redman, Bob Rostro, Juanita Jojola, Jean Loafman.

3. CONSIDER APPROVAL OF October 11th, 2023 MEETING MINUTES

A motion was made by Beth Frederick and seconded by Juanita Jojola to approve the September 13th, 2023, minutes. The vote was as follows:

Yes- Beth Frederick, Margaret McClure, John Caraway, Jay Redman, Bob Rostro, Juanita Jojola, Jean Loafman.

4. **DISCUSS FISCAL YEAR 2023-2024 BUDGET AND PURCHASING**

Purchases will be made for operating supplies and upcoming special events. A buffer machine will be ordered for Facility Maintenance.

Software Update- The IT department is scheduled to assist in setting up the software within the next week. From there, Dina will organize training for the staff.

5. **DISCUSS GRANT STATUS**

- There are still a few items that are being ordered. The center needs baskets and tools for food for special events. A buffer machine will be ordered for Facility Maintenance.
- **Sewing Machines**
The sewing machines arrived and are already being used for classes.
- **TVs and Speakers**
Two TVs will be purchased for the Auditorium and one for the Pool Room. Member John Caraway asked if a TV could be purchased to replace the TV on the East wall of the Fitness Room. Dina said she would check to see if the issue is with the TV or the cable box before purchasing a new TV. Bluetooth speakers will be purchased for use throughout the center when needed.
- **Fitness Equipment**
The fitness equipment will be scheduled for repair and maintenance as soon as the technician is available.

6. **DISCUSS ACTIVITIES and EVENTS**

- **Sewing Class-** November 1st
The sewing class started last week and had three people in attendance. There is interest in a sewing class that will be held during the day.
- **Thanksgiving Potluck-** November 14th
Over 70 people have signed up to participate in the potluck. Planning and order of supplies and catering will be finalized in the next few days.
- **Holiday Craft Fair-** November 17th & 18th
The craft fair vendor spaces is sold out and has expanded to four outside booths. Dina purchased more signs to advertise the craft fair and will use social media, such as Facebook, to help with advertising.
- **Shopping Trip-** December 1st
This will be the last official sponsored trip. Twenty people have signed up for this trip.
- **Mega Bingo-** December 4th
The price of the master pack is increased, which makes for a higher payout for players for this special game.
- **Gem & Mineral Show-** December 8th & 9th
Joe Ortiz of the Gem and Mineral Society is organizing this event and is in the process of recruiting vendors. Artisans will come to sell their items and demonstrate how they are made. Joe is hoping the show will focus on teaching the public about lapidary. We will assist in any way we can to help make this event a success.
- **Christmas Luncheon-** December 15th
Planning is underway. Juanita Jojola created beautiful centerpieces for this event. We will recruit volunteers for the enormous decorating task in the coming weeks. We have more sponsors this year to help provide prizes during the festivities.

7. DISCUSS FACILITY MAINTENANCE

- **Air Conditioner**
Dina spoke to the City HVAC technician, who informed us the auditorium must be closed for two days next week to install the system.
- **Front Door Repair**
More funding is needed to complete this project. Angie Barrios-Testa commented that the request to increase the budget was made, and we are awaiting a decision from City Administration.
- **Repairs for Fitness Equipment**
Dina has a quote for a part needed on one of the multi-gyms. The part will come directly from the equipment manufacturer and will be installed by Facility Maintenance in the coming weeks.

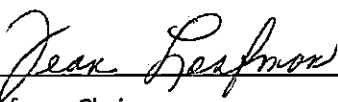
8. ANNOUNCE THE NEXT MEETING DATE AND TIME OF December 13th, 2023, 2:30 PM.

Chairperson Jean Loafman announced the date and time of next month's meeting.

9. ADJOURNMENT

The meeting adjourned at 3:10 PM.

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



Jean Loafman, Chairperson

1-10-2024

Date