

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, January 15, 2020 at 1:00 p.m.

BOARD MEMBERS: Peggy Loftis, Chairman
Mike Lee, Vice Chairman
Lee Johnson
Brad Burns
Heather Fuller
Cheryl Lassetter
Jane Vineyard

1. Call to Order
2. Invocation
3. **Public Comments:** Persons may address the Senior Center Advisory Committee on any issues. This is the appropriate time for citizens to address the Committee on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Committee may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
4. Approval of minutes for Senior Citizens Center Advisory Committee meeting of November 20, 2019
5. Discuss financial report on Senior Center, Inc. for period ending December 31, 2019 and take any necessary action
6. Discuss financial report on STEM Garden for period ending December 31, 2019 and take any necessary action
7. Consider transferring funds from CNB benevolence account for \$68,722.90 to CNB Senior Center operating account and take necessary action
8. Consider transferring funds from CNB fundraising account for \$11,742.69 to CNB STEM Garden account and take any necessary action
9. Review Senior Center's December BASTAS project and take any necessary action
10. 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

Notice of Potential Quorum
One or more members of the Waxahachie City Council may be present at this meeting.
No action will be taken by the City Council at this meeting.

A regular meeting of the Senior Center Advisory Committee was held at the Senior Center, 122 Park Hills Drive, Waxahachie, Texas on Wednesday, November 20, 2019 at 1:00 p.m.

Members Present: Peggy Loftis, Chairman
Mike Lee, Vice Chairman
Lee Johnson
Heather Fuller
Jane Vineyard
Brad Burns
Cheryl Lassetter

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

1. Call to Order

Acting City Secretary Amber Villarreal called the meeting to order.

2. Invocation

No invocation given.

3. Public Comments

None

4. Welcome new board members and reorganize committee

Ms. Villarreal welcomed the new board members Heather Fuller, Jane Vineyard, Brad Burns, and Cheryl Lassetter.

Action:

Mr. Mike Lee moved to nominate Ms. Peggy Loftis as Chairman. Mr. Lee Johnson seconded, All Ayes.

Ms. Peggy Loftis moved to nominate Mr. Mike Lee as Vice Chairman. Ms. Cheryl Lassetter seconded, All Ayes.

5. Approval of minutes for Senior Citizens Center Advisory Committee meeting of August 21, 2019

Action:

Mr. Lee Johnson moved to approve the minutes of the Senior Center Advisory Committee meeting of August 21, 2019. Ms. Cheryl Lassetter seconded, All Ayes.

6. Discuss financial report on Senior Center, Inc. for period ending October 30, 2019 and take any necessary action

Senior Center Director Jeanee Smiles presented the financial report on Senior Center, Inc. for period ending October 30, 2019.

Action:

Mr. Lee Johnson moved to accept the financial report for Senior Center, Inc. for period ending October 30, 2019. Ms. Cheryl Lassetter seconded, All Ayes.

7. Discuss financial report on STEM Garden for period ending October 30, 2019 and take any necessary action

Ms. Smiles presented the financial report on the STEM Garden for period ending October 30, 2019. She noted the Mavericks Foundation granted the STEM Garden with a \$10,000 donation.

Action:

Mr. Lee Johnson moved to accept the financial report on STEM Garden for period ending October 30, 2019. Ms. Cheryl Lassetter seconded, All Ayes.

8. Review upcoming special events and activities

Ms. Smiles announced the Be a Santa to a Senior event is underway and angels can be selected November 20-December 16. Unwrapped items are due to the Senior Center by December 13th at 2:00 p.m. The “wrap party” will be December 19th at 4:00 p.m.

9. Adjourn

There being no further business, the meeting adjourned at 1:33 p.m.

Respectfully submitted,

Amber Villarreal
Acting City Secretary

Waxahachie Senior Advisory Council
Profit & Loss
 January through December 2019

(5)

	Jan - Dec 19
Ordinary Income/Expense	
Income	
Direct Public Grants	
Corporate and Business Grants	
Hilco Electric	1,000.00
Navarro Electric	4,500.00
Corporate and Business Grants - Other	11,700.00
Total Corporate and Business Grants	17,200.00
Nonprofit Organization Grants	
ETA OMEGA #2773	1,000.00
Other Nonprofit Grants	1,552.00
Shell Oil Company Foundation	500.00
United Way	7,500.00
Total Nonprofit Organization Grants	10,552.00
Direct Public Grants - Other	200.00
Total Direct Public Grants	27,952.00
Direct Public Support	
Corporate Contributions	1,000.00
Individ, Business Contributions	
Hickerson Memorial Park	817.00
Individ, Business Contributions - Other	5.48
Total Individ, Business Contributions	822.48
Direct Public Support - Other	1,138.67
Total Direct Public Support	2,961.15
Indirect Public Support	
United Way, CFC Contributions	2,500.00
Total Indirect Public Support	2,500.00
Interest	707.90
Other Types of Income	
Angel Tree Income	3,998.00
Art Department	424.50
Coffee	318.42
Copies	14.80
Exercise Band	213.00
Garden Club	1,480.00
Meals	528.76
Other Types of Income - Other	44.00
Total Other Types of Income	7,021.48
Total Income	41,142.53
Expense	
Awards and Grants	1,175.00
Business Expenses	
Allocation of Equipment	349.99
Allocation of Programs	
Allocation of supplies	274.24
Angel Tree	1,048.00
Arts and Crafts	621.98
Dance Class - Supplies & Equip	15.00
Exercise Room	50.96
Food Purchases- Special Program	1,404.67
Fuel	16.17
Hickerson Memorial Park	695.00
Office	271.66

Waxahachie Senior Advisory Council
Profit & Loss
 January through December 2019

(5)

	Jan - Dec 19
Ordinary Income/Expense	
Income	
Direct Public Grants	
Nonprofit Organization Grants	
Other Nonprofit Grants	1,000.00
United Way	7,500.00
Total Nonprofit Organization Grants	8,500.00
Total Direct Public Grants	8,500.00
Direct Public Support	
Individ, Business Contributions	
Hickerson Memorial Park	817.00
Individ, Business Contributions - Other	5.48
Total Individ, Business Contributions	822.48
Direct Public Support - Other	251.67
Total Direct Public Support	1,074.15
Indirect Public Support	
United Way, CFC Contributions	2,500.00
Total Indirect Public Support	2,500.00
Interest	707.90
Other Types of Income	
Angel Tree Income	3,998.00
Art Department	424.50
Coffee	318.42
Copies	14.80
Exercise Band	213.00
Garden Club	1,480.00
Meals	528.76
Other Types of Income - Other	44.00
Total Other Types of Income	7,021.48
Total Income	19,803.53
Expense	
Awards and Grants	1,175.00
Business Expenses	
Allocation of Programs	
Allocation of supplies	262.36
Angel Tree	972.00
Arts and Crafts	591.98
Dance Class - Supplies & Equip	15.00
Exercise Room	50.96
Food Purchases- Special Program	1,404.67
Fuel	16.17
Hickerson Memorial Park	695.00
Office	271.66
Special Events Programs	
Change Fund	500.00
Special Event Program Services	43.29
Special Events Programs - Other	2,007.52
Total Special Events Programs	2,550.81
Trip Expense	10.00
Total Allocation of Programs	6,840.61

Waxahachie Senior Advisory Council
Balance Sheet
As of December 31, 2019

(5)

	<u>Dec 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
CNB- Fundraiser 410	11,742.69
CNB -Programs	2,405.09
CNB Money MKT	68,722.90
STEM Education Garden	21,521.20
Total Checking/Savings	<u>104,391.88</u>
Other Current Assets	
Petty Cash	100.00
Total Other Current Assets	<u>100.00</u>
Total Current Assets	<u>104,491.88</u>
Fixed Assets	
Accumulated Depreciation	-86,489.00
Fitness Expansion	27,571.77
Furniture and Equipment	49,276.61
Hickerson Memorial Garden-Park	47,690.05
STEM Garden	
Butterfly Garden	10,000.00
Earth Sciences	6,322.23
Engineering	120.00
Learning Lab	15,875.00
Life Science	500.00
Operational Areas	96,610.00
Technology Teaching Area	51,860.10
Total STEM Garden	<u>181,287.33</u>
Total Fixed Assets	<u>219,336.76</u>
TOTAL ASSETS	<u><u>323,828.64</u></u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	305,215.49
Net Income	18,613.15
Total Equity	<u>323,828.64</u>
TOTAL LIABILITIES & EQUITY	<u><u>323,828.64</u></u>

Waxahachie Senior Advisory Council
Profit & Loss
January through December 2019

(6)

	Jan - Dec 19
Ordinary Income/Expense	
Income	
Direct Public Grants	
Corporate and Business Grants	
Hilco Electric	1,000.00
Navarro Electric	4,500.00
Corporate and Business Grants - Other	11,700.00
Total Corporate and Business Grants	17,200.00
Nonprofit Organization Grants	
ETA OMEGA #2773	1,000.00
Other Nonprofit Grants	552.00
Shell Oil Company Foundation	500.00
Total Nonprofit Organization Grants	2,052.00
Direct Public Grants - Other	200.00
Total Direct Public Grants	19,452.00
Direct Public Support	
Corporate Contributions	1,000.00
Direct Public Support - Other	887.00
Total Direct Public Support	1,887.00
Total Income	21,339.00
Expense	
Business Expenses	
Allocation of Equipment	349.99
Allocation of Programs	
Allocation of supplies	11.88
Angel Tree	76.00
Arts and Crafts	30.00
Special Events Programs	434.03
Total Allocation of Programs	551.91
Total Business Expenses	901.90
Education Garden	343.00
Equipment & Building Maintenan	
Janitorial Cleaning	84.00
Total Equipment & Building Maintenan	84.00
Total Expense	1,328.90
Net Ordinary Income	20,010.10
Net Income	20,010.10

(7+8)



Memorandum

To: Waxahachie Senior Center Advisory Board
From: Jeanee Smiles, Assistant Director Senior Center
Thru: John Smith, Parks Director City of Waxahachie
Date: January 15, 2020
Re: Agenda Item #7 and #8: Consideration to transfer funds

Agenda item # 7: Consider transferring funds from CNB benevolence account for \$68,722.90 to CNB Senior Center operating account and take necessary action. Benevolence account is to be allocated to the Senior Center to pay for meals for Seniors who qualify as low income.

Agenda item #8: Consider transferring funds from CNB fundraising account to CNB STEM Garden account and take necessary action. Funds were raised through 2018 fundraising efforts and are requested to be allocated to the Stem Garden fundraising project.