

**Redwood Coast Senior Center**  
**October Board of Directors Meeting**  
**Wednesday, October 31, 2018**

**Board Members Present:** Rick Banker, Zomala Abell, Michael Carroll, Paula McDonell, Charles Bush

**Staff Present:** Jill Rexrode, Executive Director

**Call to Order:** Meeting was called to order at 10:30 a.m.

**Public Comments:** None

**Approval of Agenda:** Abell, 2nd Banker

**Approval of September Minutes:** Bush, 2nd Banker

**Financial Reports:**

We looked through the report noting questions and discrepancies. Unexpected funds arrived via the Community Foundation. Staff expenses were slightly down from the anticipated budget figures. This was achieved by some creative shifting of responsibilities in house. We are not adding a new person for social service areas. Not only does it improve the finances but the staff is very happy and clients will be well served. The buses will need some money. There seems to have been some overbilling for telephone and internet. This should adjust to budget figures. Supplies item is way over budget, this is because IT expenses and various other categories were mixed together. When they are better categorized it will make more sense. Meals on Wheels finances are once again down.

**Operations Report and New Business:**

We had much discussion on many items. The IT improvements continue. All systems and people are more efficient and everything is getting easier. The Director transition has gone smoothly and changes appear to be all for the best. Lots of discussion re physical repairs. Further discussion of the atrium, room dividers, paint, etc. Jill will gather comparative estimates before any decisions are made. We added the need for better lighting in the parking lot to the list. It was especially noted that some important improvements have already been made, for example, the bathroom sinks no longer leak!! The IT consultant contract has been worked on and will help resolve needs in that area. Bush moved and Carroll seconded passage of the Resolution re signing of contracts. All voted in favor.

Meeting Adjourned at 12:15pm. Next meeting Wednesday, December 5 at 10:30am

Respectfully submitted, Zo Abell, Secretary