

Charlotte Senior Center Friends Board Meeting Minutes Wednesday, December 3, 2025

Location: Senior Center & Zoom

Attendance: Lane Morrison (Chair), Polly Price, Ron Ulmer, Susan Hyde, Brandon Tieso, Carl Herzog, Magdalena Naylor

Staff present: Lori York, Thyleen Tenney

Guests: Susan Raber

1. Call to Order & Minutes

- Meeting called to order.
- Minutes of the November 12 meeting were approved as presented.
- **Election of Officers:** The slate of officers for the upcoming year was proposed and approved unanimously:
 - **President:** Lane Morrison
 - **Vice President:** Polly Price
 - **Treasurer:** Carl Herzog
 - **Recording Secretary:** Brandon Tieso
 - **Corresponding Secretary:** Magdalena Naylor

2. Rebranding & MOA

- **MOA:** The Memorandum of Agreement (MOA) is still pending signature from the Town; the Board Chair will follow up with the Selectboard and Town Administrator to expedite the signing.
- **Rebranding Committee:** The formal formation of a subcommittee to address the Center's public image is currently on hold pending the receipt of the signed MOA. The Board aims to vote on forming the subcommittee at the January meeting.
 - The goal is a committee of approximately five to six individuals, consisting of two Board members and three to four community members to bring diverse perspectives.
 - Potential candidates are currently being identified so the group can be established quickly once authorized.
 - A review of the original grant agreement confirms the facility is for the "primary" (not exclusive) use of seniors, allowing flexibility for rebranding.

3. Guest Speaker: Susan Raber (Empty Bowls Fundraiser)

- Local potter Susan Raber presented a proposal for an "Empty Bowls" fundraiser to benefit the Charlotte Food Shelf.
- **Event Concept:** Patrons pay an entrance fee (approx. \$40), select a handmade ceramic bowl donated by Raber, and receive a meal of soup and bread.

- **Logistics:**
 - **Date:** Tentatively scheduled for **February 7, 2025**.
 - **Beneficiary:** Proceeds will go to the Food Shelf. The Board agreed that any food costs incurred would be offset by revenues from the fundraiser rather than a direct donation from the Friends, though most food items are expected to be donated.
 - **Committee:** A planning committee was established including Susan Hyde and Magdalena Naylor and potential volunteers from the Food Shelf.
 - **Town Policy:** Town employees (Lori York) are prohibited from actively fundraising, so this will be a Board-led initiative.

4. Budget & Treasurer's Report

- **Tax Filing:** The tax form has been submitted and balanced exactly.
- **Financial Status:**
 - Annual Fund donations year-to-date: ~\$17,531.
 - Investment portfolio values were reviewed (detailed reporting occurs annually in the Town Report).
- **Town Report:** The Chair and Treasurer will coordinate to submit the Friends' portion of the annual Town Report by the weekend.

5. Facilities, Parking & Holiday Schedule

- **Parking:** The previous proposal for land acquisition was withdrawn. Lane Morrison and Lindsay (Town Planning) will meet with Jon Snow to discuss the feasibility of parking along the west side of the CVFR building.
- **Holiday Schedule:**
 - Confusion remains regarding the new union contract's impact on Senior Center closures (specifically Christmas Eve, New Year's Eve, and inclement weather days).
 - The Town contract currently mandates closure on certain days, which conflicts with the Board's desire for operational flexibility.
 - Staff is seeking clarification from the Town lawyer regarding the Board's autonomy in setting operating hours versus the union contract requirements.
- **Decorations:** Roberta is purchasing wreaths; Ron Ulmer will manage the exterior lighting timers.

6. Policy & Technology

- **Bulletin Board Policy:** The Board discussed drafts provided by staff and Brandon Tieso regarding the lobby bulletin board.

- **Action:** Susan Hyde will merge the two drafts into a single policy that balances clear rules with a "limited public forum" designation to avoid legal complexity. This will be circulated for final review.
- **Database & Payments:** Staff is researching payment processing options (e.g., Square) to allow for online payments for classes and donations.
 - **Action:** Brandon Tieso to contact Gary Rogers (Recreation Dept.) to determine how they handle digital payment reporting and interface with the Town Treasurer.

7. Other Business

- **Plant Sale:** Tabled for further discussion in January.
- **Staff Appreciation:** The Board approved holiday gifts for the two custodians.
- **Volunteer Appreciation:** Polly Price will organize a gift certificate for long-time kitchen volunteer Ruth.

Adjournment: The meeting adjourned following the discussion of volunteer appreciation.

Respectfully Submitted,

Brandon D. Tieso Recording Secretary