

**Woonsocket Senior Center  
Board of Directors Meeting**

**Minutes of the August 31, 2011  
Meeting**

**Attendance: Pauline Demers, Gerry Gaulin, Delores Joly, Dan Peloquin- Chair, & Matt Wojcik Director of Human Services**

**Also Attending: Jill Anderson-Ex. Director of Senior Services, Bob Picard & Linda Plays, City of Woonsocket Department of Human Services**

**• Call to Order: Meeting was called to order by Chairman Dan Peloquin at 10:40 a.m.**

**• Approval of Minutes: Review and approval of minutes of the July 28, 2011 meeting. MOTION made by Demers to approve seconded by Wojcik. All in favor to approve minutes as presented.**

**• Public Comment: No public comment.**

**• Presentation of Vouchers: Routine monthly vouchers were**

presented at this meeting. Wojcik said that 2 National Grid gas bills were held back for approval until National Grid does a site visit to identify use/equipment. MOTION to approve by Demers and seconded by Joly. All in favor to approve vouchers as presented.

- **Lease Agreement:** The board reviewed a copy of the lease agreement for rental/event use --Senior Services. The agreement was first reviewed and approved by the Senior Services board of directors and their legal counsel. Picard and Anderson personally met with each and every group that currently rents/uses the facility. He said that a deposit would now be required by everyone that wants to rent the facility. Renters would need to present proof of insurance. The first item that this board wanted was to add “Woonsocket” to the agreement. There was ensuing discussion about decorations and storage. The board felt that they did not want private parties that secured rentals at the facility to be allowed to store items short term or indefinitely—even with a fee involved. The group wasn’t favorable to allow “lessees” the option. Senior Services would make the changes to the document. Anderson also spoke about having the facility available certain night for just “exclusive” use for senior activities. MOTION was made by Demers and seconded by Gaulin to approve document with minor changes. The vote in favor was unanimous.

- **Sub Lease Agreement/RSVA/RSVP:** Bob Picard told the group that

**Peloquin outlined the whole area that RSVA. /RSVP currently occupies. Picard said they would be requesting \$5 per square foot for 2011. RSVP/RSVA will have to maintain their own storage space. Discussion included changing locks/ and key codes for offices within the building.**

**MOTION was made by Gaulin and seconded by Joly to approve the sub lease agreement with RSVA/RSVP. Demers asked about “hazardous materials” that may be stored and how they dispose of such items. Peloquin said he would have a conversation with them about proper handling and compliance.**

**Other Business: Wojcik talked about planting mums at the Senior Center. He also spoke about having someone that is assigned community service do weeding/outside work at the center. Discussion also included compliance with smoking at the facility/outside parking area. Anderson asked if there were any CDBG funds available that may qualify with the new renovations. Wojcik said Paulette Miller, Federal Grants Administrator for the city would advise on eligibility.**

**• Adjournment—Chair did not set a date for next meeting. MOTION was made to adjourn by Demers and seconded by Gaulin to adjourn. All in favor. The meeting was adjourned at 12.05 p.m.**

**Respectfully Submitted by**

**Linda S. Plays**