

Joseph M. Polisena, MAYOR

Johnston Senior Citizens' Center Advisory Board

1291 Hartford Avenue

Johnston, Rhode Island 02919

Tel: (401) 944-3343 Fax: (401) 944-3560

Rhonda Sasa - Chair Mary Cerra

Town-Wide District 1

Peter Lombardi, Jr. – Vice-Chair TBA

District 2 District 5

MINUTES

Stephanie Gesualdi – Secretary Peter Susi

District 3 Town-Wide

Joseph Quartino

District 4

The Johnston Senior Citizens' Advisory Board held a special meeting on June 4, 2015 at the Johnston Senior Center Boardroom, 1291 Hartford Avenue, Johnston, RI 02919.

Meeting Called to Order

Meeting was called to order by the Chair, Rhonda Sasa, at 5:05pm.

Pledge of Allegiance

1. Roll Call:

- Rhonda Sasa – Present**
- Mary Cerra – Present**
- Joe Quartino – Present**
- Peter Susi – Present**
- Stephanie Gesualdi – Present**
- Peter Lombardi, Jr. – Present**

Also present from the Senior Center were Anthony Zompa, Director, and Mildred Santilli, Asst. Director.

The Chair declared that a quorum was present.

2. Approval of Minutes from the meeting held on May 14, 2015

- Peter Lombardi made a motion to approve the minutes as prepared by Stephanie Gesualdi, Secretary.**

The motion was seconded by Joe Quartino.

Motion carried - Final Vote: 6 - 0

3. Mayor Polisena was unable to attend the meeting. Rhonda Sasa, Chair, opened a general discussion.

- **The Chair of the Johnston Senior Center Advisory Board requested that the following be implemented by the Johnston Senior Center Advisory Board, as she feels that as the Chair, she has a personal responsibility for transparency and feels it is her responsibility, at this time, to request an updated Monthly Income & Expense Sheet, Calendar of Events, and Staff Information list. The Johnston Senior Center Advisory Board is a clear reflection of the Johnston Senior Center's operations and as Chair of the Board it is her responsibility to furnish at any given time to the taxpayers an accurate report on the health and accuracy of the financial stability and operations of the Johnston Senior Center.**

- **It is imperative to have each and all Advisory Board Member's input and to vote on the status of the financial statements and operations at the Johnston Senior Center.**

- **The Advisory Board will need to discuss and vote on all aspects of the Johnston Senior Center events prior to them being implemented**

into the monthly calendar. It is the Advisory Board's responsibility to know what will take place before it is happening, not after it has taken place. It is also the Board's responsibility to know who is working with our seniors at the Johnston Senior Center.

- **Therefore, the Chair moves to put into motion on the table that a detailed financial lineup be provided by Anthony Zompa, Director of the Johnston Senior Center, on a monthly basis. A copy should be provided to each Board member and an extra copy be provided with the minutes.**

Motion to approve made by Peter Susi.

The motion was seconded by Peter Lombardi.

Motion carried – Final Vote: 6-0

- **The Chair would also move to put into motion that all events inside or outside of the Johnston Senior Center -- meetings, trips, etc. -- be discussed during scheduled meetings of the Advisory Board prior to being scheduled and implemented into the monthly calendar.**

Motion to approve made by Peter Lombardi.

The motion was seconded by Peter Susi.

Motion carried – Final Vote: 6-0

- **The Chair would like to put into motion that each Advisory Board member be provided with an updated list of names for all staff**

members and volunteers and proof of their BCI check. This list should be updated whenever there is a new staff member or volunteer.

Motion to approve made by Peter Susi.

The motion was seconded by Peter Lombardi.

Motion carried – Final vote: 6-0

4. Director's Report

- A Program and Services Annual Report was provided to each Board member so all members are aware of the statistics of each event.**
- There are 2 full-time employees: Anthony Zompa, Director and Mildred Santilli, Asst. Director. There are 8 part-time employees and the remaining helpers are volunteers.**
- We have students who perform unpaid internships and community service.**
- Scan cards have been given to everyone and they must be scan in when they arrive. There are daily checks to remind people to scan in. The scanning check is for statistical purposes only.**
- The portico should be finished soon. The rubber roof is on but the stucco and lights need to be completed.**
- The gym floor still needs to be worked on. The wood laminate floor needs to be one level. Tony Zompa, Director, is getting bids now.**
- The parking lot needs to be sealed. Tony Zompa, Director, is getting**

bids now.

- **Mildred Santilli, Asst. Director, purchases all the supplies and keeps all receipts for bookkeeping purposes. She makes the purchases with the Johnston Senior Center Credit card and shows the tax exempt form at point of purchase.**
- **The National Bridge Tournament is having their event at the Center, June 6&7. We will clean our belongings out of the kitchen, then they come in and have their event. We then put everything back that belongs in the kitchen that is owned by the Johnston Senior center. Cost is \$1300 for the 2-day event. Their crews come in, set up, and clean up. They also have Tulip insurance for coverage. The Center is not just for seniors, many organizations...Planning Board, Zoning Board, etc. use the center for meetings.**

5. Motion to adjourn: Joseph Quartino made a motion to adjourn. Peter Susi seconded the motion.

Motion carried - Final Vote: 6-0

Meeting adjourned – 6:00pm

Setting of the next meeting date: Our next meeting will take place on Thursday, September 3, 2015 as stated in the Agenda and posted on www.ri.gov

Attest:

Stephanie L. Gesualdi

Secretary of the Johnston Senior Citizens' Center Advisory Board