

SENIOR OVERSIGHT COMMITTEE

MINUTES OF MEETING HELD July 10, 2025

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The Senior Oversight Committee met in regular session on July 10, 2025, at the Senior Center. The meeting was called to order by Mrs. Koogle at 4:30 p.m.

MEMBERS PRESENT:

The following members were present: Bonnie Koogle-Council Member, Freda Emrick, and Mark Cross-Township Trustee.

MEMBERS ABSENT:

None.

ALSO PRESENT:

Chenoa Erisman-Executive Director, Faith Alexander-Assistant, Steve Faber and Cheryl Patterson-Bus drivers.

APPROVAL OF MINUTES:

A. April 10, 2025

Mr. Cross moved to approve the minutes. Mrs. Emrick seconded.

VOICE VOTE ON MOTION. ALL IN FAVOR. MOTION CARRIED.

VISITOR'S COMMENTS:

None.

DIRECTOR'S REPORT:

1. Our bus trips are going well and participation has been great. Some of our 2nd qtr. outings were: Lunch at Culver's & shopping at the Monroe Outlets, Cheesecake Factory & shopping at Liberty Way, Quilt Show & Dinner at TJ Chumps, Carillon Park, Air Force Museum, and a Dayton Dragon's game.
2. In April, we had a Craft Fair and it was well attended. I want to thank Wanda Barker and all the volunteers who invest so much of their time to make it possible. With the money raised, they are going to purchase new landscaping tools for the center.
3. April 11th was the Senior Center's 25th Anniversary. We had a wonderful Open House from 5-8 pm with stunning charcuterie tables, celebrating with one another, many smiles and laughs. It was also great because residents were able to see our beautiful, newly renovated building. I want to thank everyone who came and supported us and made the evening more special!
4. Yearly memberships are still slowly coming in. Right now, we have 243 members and have collected \$2,125.00 in membership fees.
5. During the 2nd qtr., we had 5 rentals.
6. We have taken over the cleaning of the building. It just takes a few extra tasks each day, and the center is the cleanest it's been in years.
7. Our refrigerator had a minor repair recently. The back coils were freezing up and leaking water on the floor. Layer Electric added insulation over the coils and it's been helping. They did notice that the compressor is working harder and that's why it's gotten louder. We will more than likely have to replace it soon.
8. With how many people we cook for, our stove just can't keep up. We are looking at getting a Double-stacked convection oven to help. We have had the health inspector, Fire Chief, and NIC out and they all gave us the approval. Our city electrician is getting us a quote on the cost of installation. A generous donor will be helping with the cost.

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9. The city just awarded Garber Electrical Contractors for the purchase and installation of the emergency generator at the center. The cost is not to exceed \$130,000.00

We received a grant for \$75,000.00 so the remaining will be paid from the General Fund and/or the Senior Center Funds. It is looking like it will be a five-month process with everything involved. We have been waiting on our back remodel project to coordinate with the generator project. We may have to push that to the fall and focus on the gazebo area. The city is getting ready to use our parking lot on some Monday evenings to have Food Trucks for the community, which I think is great. It would be wonderful if we had a covered area with tables where residents could sit and eat.

10. With great sadness, our former bus driver and friend, Gerald Emrick, has passed away. Gerald was the sweetest man and was loved by all. We would love to honor him in some way. In great kindness, Freda, has asked that donations be given to the Senior Center on Gerald's behalf because the center was his "happy place". I've been overwhelmed by the love people have shown out of respect for Gerald and Freda. Gerald's love continues to shine on the Senior Center!

11. Discussion

OVERSIGHT COMMITTEE MEMBER REPORTS:

None.

BUSINESS:

Discussion was made on what to do if a member was wreaking havoc on the employees and other members. The Committee would like for the city attorney to handle those situations and for the employees to stay out of it.

Discussion was also made regarding the Nelda Lane funds: how they are tracked, how they are spent, why can't we track separately, and why the senior center can't spend the money without city approval if Nelda has donated it to the Senior Center and not the city. These questions were directed at our city finance director, Pat Shively. I have attached a letter Ms. Shively wrote to answer all our questions. The Committee felt comfortable with the answers.

ADJOURNMENT:

There being no further business, Mrs. Emrick motioned to adjourn the meeting. The meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Chenoa Erisman- Senior Center Director

Good afternoon,

I am providing answers to the questions below regarding the Nelda Lane funds donated to the Senior Center:

1. How are the Nelda Lane funds/monies tracked? They are included in the Senior Center fund since the funds were donated to the Senior Center. They can only be used for Senior Center purposes. When checks are received they are deposited and the money receipted into the donations account for the Senior Center. I also keep a spreadsheet. To date the total amount received in Lane funds is \$593,893.00. We could set up a separate fund for the Lane funds, but they would still be subject to the accounting/audit laws of the City and State. Also note that technically, if we were to set up a separate fund for the Lane funds, they would not be subject to the Senior Oversight Committee because Senior Oversight only affects the jointly collected property tax levy funds. I see no purpose in setting up a separate account for these funds, I have a separate spreadsheet to track the funds for informational purposes, but legally, there is no reason for a separate account. The monies collected for the Senior Center can only be spent by/for the Senior Center.
2. How are the funds spent? They are all combined with the levy funds. So, there is no separate request to use Lane funds or levy funds. The process is the typical purchase order request, approval, encumbrance, system. On what type of projects are the funds spent, again, since they are combined with the levy funds, there is no differentiation.

During the budget process, Chenoa will request the money needed for the operating budget and any large projects, such as the renovation that happened at the end of 2024. The budget request is then presented to Council and the oversight committees for approval. The budget amounts will come from the combined levy/Nelda Lane monies within the Senior Center Fund. Once approved, then the monies can be spent. In the event of an emergency, we can go back to council to approve additional monies to cover the cost.

3. Why can't the money be spent without city approval? Since the Senior Center is owned and operated by the City, and funded by a Township-wide property tax levy, it is governed by State Law. No monies can be spent without the approval of City Council and/or the Senior Oversight Committee and in accordance with Ohio Revised Code Section 5705.41(B) requires that monies should not be expended unless it has been appropriated. We cannot legally spend money unless the council has approved the expenditure.
4. We are audited every two years, the State reviews our audits to make sure we are compliant the Ohio Revised Code.

Please let me know if you have further questions.

Thanks,

Pat

Patricia Shively

Finance Director
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