

**REGULAR OPEN MEETING
OF THE
DIVISION OF SENIOR SERVICES ADVISORY BOARD**

**MINUTES
August 9, 2011
1:15 p.m.**

MEMBERS PRESENT

Rhonda Day, Chair, District 2
Ellen Smith, District 1
Susan Greenbaum, At-Large
Rogene Cole, Secretary, District 4
Esther Stevens, District 6
Magdalena Graham, District 5

OTHERS PRESENT

Deborah Brogdon, Manager, DSS
Barbara Bayer, Deputy Manager, DSS
Liz Smyth, Office Assistant, Sr.
Jay Hart, Parks, Recreation and
Community Services Director

MEMBERS ABSENT

None

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Rhonda Day called the meeting to order at 1:14 p.m. Susan Greenbaum led the Pledge of Allegiance.

II. PROCLAMATIONS AND AWARDS OF MERIT

Jay Hart presented Nancy Smith, Sr. Administrative Assistant with an anniversary award. Ms. Smith has worked the City of Rio Rancho for 15 years.

III. PRESENTATIONS

Jay Hart, Parks, Recreation and Community Services Director, spoke to the Board about the plans for a second senior center in Rio Rancho. Mr. Hart took questions from the board on a range of issues including custodian staff, individual term expirations and Advisory Board member absences from meeting(s).

IV. MINUTES

Chair Rhonda Day, called for a vote to approve the minutes of the July, 2011 meeting. Ellen Smith made the motion and Rogene Cole seconded the motion. The minutes were approved as written.

V. DIVISION OF SENIOR SERVICES

Ms. Deborah Brogdon, DSS Manager, spoke to the Board regarding a new Office Assistant II, Cynthia Mega, and that the search is still ongoing for the Program Specialist. Ms. Brogdon also presented information on the Multi-Disciplinary Team, staff training, building upgrades and changes to the guidelines for members taking hikes.

Monthly Reports

Ms. Barbara Bayer, DSS Deputy Manager, discussed changes to the Open Studio group, along with information on the speakers, classes and events that MSC sponsored during the month of July.

Liz Smyth, Volunteer Coordinator, presented the Board with the Volunteer Services Report for July, 2011.

VI. DISCUSSION AND DELIBERATION

Election of Advisory Board Officers: Note: Esther Stevens left the meeting at 2:56 p.m.

Chair Rhonda Day opened the floor to nominations.

Rogene Cole nominated Rhonda Day for Chair. Susan Greenbaum seconded the nomination.

Ellen Smith, Susan Greenbaum, Rogene Cole, and Magdalena Graham all voted "yes" and approved the reappointment of Ms. Day as Chair.

Magdalena Graham nominated Susan Greenbaum as Vice-Chair. Rogene Cole seconded the nomination.

Ellen Smith, Rhonda Day, Rogene Cole, and Magdalena Graham all voted "yes" and approved the appointment of Ms. Greenbaum as Vice-Chair.

Magdalena Graham nominated Ellen Smith for Secretary. Susan Greenbaum nominated Rogene Cole for Secretary. Rhonda Day seconded the nomination for Rogene Cole. Ms. Graham, Ms. Day, Ms. Greenbaum and Ms. Cole voted "yes" and approved the appointment of Rogene Cole as Secretary. Ms. Smith abstained from the vote.

VII. ADVISORY BOARD COMMENT

VIII. PUBLIC FORUM

Ron Nelson asked about procedures for new business during these meetings. He was informed it would be under Advisory Board Comments.

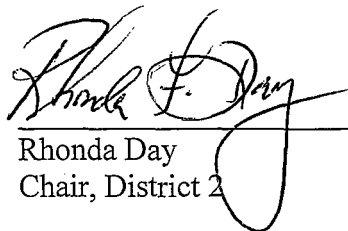
Dolores Power said it was nice to see the board functioning as it did today.

Jane Zawkiewicz asked what programs are open to the public at MSC. Ms. Brogdon advised her basically everything is for persons 55 or older, although some special events such as stamp shows and chess tournaments are open to the public.

Patricia Kirkwood stated that most people do not realize the Advisory Board is open to the public and could we see a line in the "Notes" that will advise this.

IX. ADJOURNMENT

Chair Rhonda Day called for a motion to adjourn the meeting. Magdalena Graham made the motion and Rogene Cole seconded the motion. The meeting was adjourned at 3:15 p.m.


Rhonda Day
Chair, District 2

9-13-11
Date