

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

**MINUTES
May 8, 2012
1:15 p.m.**

MEMBERS PRESENT

Rhonda Day, Chair, District 2
Ellen Smith, District 1
Ron Nelson, District 3
Steve Dietzel, District 4
Magdalena Graham, District 5
Susan Greenbaum, At-Large

OTHERS PRESENT

Deborah Brogdon, Manager, DSS
Barbara Bayer, Deputy Manager, DSS
Liz Smyth, Office Assistant, Sr.
Kathy Clay, Administrative Assistant

MEMBERS ABSENT

Rogene Cole, Secretary, District 6

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

II. PROCLAMATIONS AND AWARDS OF MERIT

III. PRESENTATIONS

IV. MINUTES

Chair Rhonda Day called for a motion to approve the minutes of the April, 2012 meeting. Steve Dietzel made the motion to approve the minutes as written and Ron Nelson seconded the motion. The minutes were passed unanimously.

V. DIVISION OF SENIOR SERVICES

Monthly Reports

Ms. Deborah Brogdon, DSS Manager, introduced to the Advisory Board a new staff member, Kathy Clay, Administrative Assistant. Ms. Brogdon then presented the April, 2012 DSS Report. Information such as; land being sought for a second senior center, continued vandalism in MSC parking lot, and the training taking place on the City of Rio Rancho's Financial Policy and Procedures were presented. This training is mandatory for all staff and volunteers that handle money for the city.

Ms. Barbara Bayer, DSS Deputy Manager, spoke to the Board about programs for May, and upcoming programs for June, 2012. Ms. Bayer also announced the women's table tennis players won 1st, 2nd and 3rd place in the Senior Olympics.

Liz Smyth presented the Board with the Volunteer Report for April, 2012 and information on the upcoming Volunteer Appreciation Brunch scheduled for Saturday, June 16, 2012.

VI. DISCUSSION AND DELIBERATION

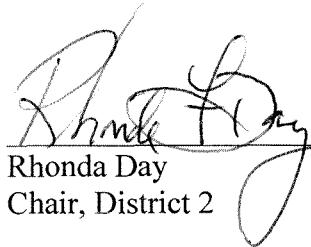
A discussion was held on the Center's "Code of Conduct". It was used recently by Ms. Brogdon when a complaint came in about an individual drinking alcohol on the premises. Questions and answers followed on suspension of members when violations are severe enough, and updates to the "Code of Conduct."

Ms. Rhonda Day asked if there were any additional comments from the Advisory Board. Ms. Greenbaum mentioned she received a complaint about the men's restroom and the lack of cleanliness. Ms. Brogdon advised Ms. Greenbaum that the City does not have enough custodial staff and if the problem is really bad, she calls the maintenance department.

VII. PUBLIC FORUM

VIII. ADJOURNMENT

Chair Rhonda Day called for a motion to adjourn the meeting. Ron Nelson made the motion and Steve Dietzel seconded the motion. It was unanimously agreed to adjourn the meeting at 2:42 p.m.


Rhonda Day
Chair, District 2

7-10-12
Date