

Minutes of the Board Meeting Partnerships Adult Day Center 18 June 2020

Present electronically: Shirley Pripstein, Dan Skibitcky, Pat Gilmore, Liz Leonardo, Jennifer Brosious, Janet Emanuel, George Alexander, Patricia Vener-Saavedra
Guests: Diana Sarro, Vicki Crocco

Call to order 11:26 (post technical difficulties)

1. Approval of Minutes - Pat moved to approve Dan (I think) seconded; passed without comment.

2. Executive Director's Report -

- Vicki has scheduled a staff meeting for Wednesday 24 June with Shirley in attendance. She has invited Paul to attend also as he will be a fill-in /alternate CNA; as well as Virginia (original recreation person at 1 day a week just in case we need her (per diem). Shirley asked: If we have one LPN and one CNA what contingencies we had in the case of two person bathroom assists. Vicki responded that at the moment we do not have two person assists, so it is not an issue.
- Vicki has to yet sent out the client packets. She wants to make sure she has everything and so she and Shirley plan to review this at about 4:00 or 4:30 this afternoon. Similarly she and Shirley will schedule a time for a pre-open overview.
- Dawn will go with Vicki supply shopping as a nursing perspective is important.
- New potential client visit is not coming together.
- Ashley Franklin (New Haven Transit) to send bus protocol.
- Linley is sending menus.
- Agency on Aging needs to know we are reopening as some of our clients are getting extra at home services in lieu of Partnerships during the closing.
- Contacted Clelian but needs to reconnect.

3. CAADS call report -Shirley attended the call this week. There was nothing new but an announcement that Jennifer (facilitator) was let go by her program so she's resigning as President. A new person will be taking over and CAADS will be sending out email with the name of the new president. Other centers mentioned that they are reopening June 22 or 29. Representative from Live Well suggested a product for cleaning and disinfecting and it should be done after every bathroom use then followed by a 15 minute wait before

the next use. Someone (xxx) suggested we leave exhaust fan on to clear bath air constantly.

4. Nominating Committee/Annual Meeting Report –

- Pat moves that we ask Diana to the board. George seconds. No opposition it is moved.
- Pat has talked to Marvin who is waiting for approval from the governing body that says not a conflict of interest.
- Kathy Schroeder will be on a call with Pat Shirley and Diana this afternoon.

5. Financial Committee/Treasure's Report - *George (the Treasurer) called the Hamden tax assessors office and accidentally found live person! They discussed our issue. He forwarded all the materials to Mr Johnson, the person on the phone. Turns out the person who signed for the papers is no longer there but Mr Johnson knows who it was. Johnson will submit our materials to the assessor team who will review application as something new and then rule on it. (Hamden has no Tax Assessor at the moment). Unless we get an official response from a Tax Assessor, we have no proof they ever got it. Shirley asks if George will stay on top of it, calling every two weeks to ask them about the progress. If after 2 months nothing happens Shirley will "take it to the next level." That is, she will take it to mayor's office and if that doesn't work, we go public.

6. Old Business

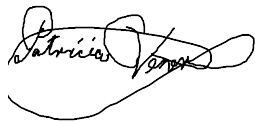
- **Property Tax on Copier** - see above
- **Web site** -
 - Diana and Adrian got George access to website and George transferred the domain to new host. He has copies of all the old content.
 - Shirley pointed out that the board had not voted to approve this move, only that it was discussed. A vote should have been taken as the only other authority would have been the Executive Director was was not consulted and also did not authorize the move. There was an email exchange. But no vote. Nonetheless, George went ahead and changed it. Having done so, the original Website maintainer, Jennifer is no longer able to maintain the website due to unfamiliarity with the platform. George volunteers to maintain the website. Shirley reminds that email is not the way to decide to make these changes. George notes domain is posted with In Motion as www.partnershipsadc.org and the old name will redirect to the new domain and site. New site platform is WordPress (.com I believe). George will populate the site after the meeting. Adrian Sterling will help as needed.
 - Jennifer changed logo on Facebook.
 - George says he needs a better quality image. Diana will check with the

logo makers for the higher quality graphic. George notes that we meant to get rid of cane that the man is carrying and that tagline is incorrect. those will be corrected at the source (we hope).

- Janet will post on Facebook to announce our re-opening and new website.
- **Contacting Clelian and Mary Wade** - Clelian notes see above. Vicki will look into finding out who she needs to contact there. Someone (Pat?) suggested that maybe Lucille should contact the MaryWade nurse who likely would have a better idea of both Mary Wade's and clients' needs
- **Contacting veteran's associations** - Pat is going to do that now that she has new brochures.
- **Other old business** - Nominating Committee chair, Pat, will be emailing out the ballot on 23rd. board Member should vote and return ballots to Pat. The Annual Meeting will be partially in person at Partnerships and partially Zoom.

New business - none

Motion to adjourn made by Shirley and seconded by Dan. 12:08

A handwritten signature in black ink, appearing to read "Patricia C Vener-Saavedra". The signature is written in a cursive style with some loops and flourishes.

These minutes submitted by Patricia C Vener-Saavedra, Secretary

* George wants his name replaced by "the Treasurer" in all instances of his name's appearance in the paragraph regarding his actions with the website. I am uncertain of this because he is not acting in the capacity of treasurer in that instance.