

**PARTNERSHIPS ADULT DAY CENTER**  
**Minutes of Board of Directors Meeting**  
**October 20, 2022**

The meeting was called to order by Pat at 12:34 pm.

Members Present: Pat Gilmore, Shirley Pripstein, Patricia Vener-Saavedra, Diana Sarro, George Alexander, Janet Emanuel, Jenifer Brosious (late). Sandra Kops (late)

Members Absent: Marvin Arotsky, Dan Skibitcky

Director's Report

- Average census for September was 7
- Client fee income for the month of August was \$13,703. September was a short month: there were only 21 operating days in the month.
- Expenses for September were \$17,364.
- Fund balance is \$8,8898.
- We added one new 5-day per week private pay client.
- There was a tour yesterday. The prospective client resides in East Haven and is a Jehovah's Witness. Prospective client and family were somewhat put off by the seasonal holiday craft projects on display. Vicki assured them that if prospective client elected to come to Partnerships, she would not have to make what the others were making and could make whatever she wanted. A contact at the Agency on Aging later said that the prospective client and family liked the way Vicki handled the situation and will be coming to Partnerships. It will be state pay, 5 days a week with transportation by Connecticut Transit.
- Staffing
  - Lucille was exposed to Covid and is still isolating. Vicki will keep her out 10 days.

- Debbie from Hamden Rehab will come twice a month to do recreational activities. The materials will be paid for by Hamedn Rehab.
- There is a seminar at Partnerships at 6:00 pm. On Wednesday October 26 given by Maria Tomasi of the Area Agency on Aging. Board members should attend if possible.
- Prices are going up November 1.
- Lucille is trying to arrange a flu clinic at Partnerships. She is working with a new pharmacy. – not one of the big chains.
- We are still waiting to hear about a Knights of Columbus donation for painting.
- A student from Quinnipiac named Danielle will be doing a public relations internship with us.
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Approval of Minutes: Motion to approve the August and September minutes made by Patricia. Seconded by Janet. No objection or discussion. Minutes were approved unanimously.

CAADS Report – Lucille has been on the calls, but because of Covid was not present to give a report. Janet said there was no meeting to report on anyway: last month that they had a retreat instead of a meeting.

## PRESIDENT’S REPORT

- Alzheimer’s Walk –We were represented by Shirley, Jennifer, and Vicki. Shirley and Jennifer did the setup. Our booth was a big success. It looked very professional. Pictures will be placed on the website and facebook page. Board members should check out the pictures.
- Pat will follow up with the names on the sign-in sheet. It is at Partnerships.
- Hamden Health Fair – There was a health fair on the Hamden town green sponsored by the Chamber of Commerce. We found out about it at the last minute – the day prior. Jennifer and Pat were able to be there for us and set up our booth. Past reported that Jennifer is wonderful with people.

- Jennifer said the table they gave us was only six feet, and we have an eight-foot banner. She thinks we need a six-foot tablecloth with our logo. Moved by Shirley, seconded by ????, that we spend up to \$100 to purchase the tablecloth that Jennifer thinks we need. There was no discussion. Motion passed unanimously.
- Janet said that at such events we need a comment book – someplace where people can write down all the wonderful things about us they are saying to us.

#### NEW BUSINESS –

- Rent – Dan told us that the rent is going up by \$350 beginning next month. We budgeted for a \$125 increase. Pat said the way to make up the money is to adjust the nurse's schedule. They are there more hours than they have to be. This is within Vicki's authority and we don't need a motion.

There was some discussion as to whether the rent increase was fair. Given the increase in Hamden taxes, and the fact that our landlord supplies us with heat, electricity, water, trash removal, and snow removal, all of which services cost more than they did pre-covid, we decided that it was fair.

Sandra suggested that we get an energy audit. Dan would have to be the one requesting it. Moved by Shirley that Pat ask Dan to request an energy audit. Seconded by everyone. No objection or discussion. Motion passed unanimously.

We apparently don't have a written lease. Janet said she looked for one when preparing for the CAADS inspection and could not find one. Shirley said she thought there was one. She checked in the book of material Val gave her before retiring, but there was not a lease there either. Sandra moved that we negotiate a written lease with Dan. Motion seconded by Shirley. Motion approved unanimously without discussion. Shirley and

Sandra will be the negotiating committee, but they cannot begin work on this until after November 17<sup>th</sup> at the earliest.

- Joining the Chamber of Commerce – Pat thinks we should join. Sandra opined that it is very expensive for what one gets. Motion to table by Shirley. Motion passed unanimously.
- Cost of payroll services – George stated that the cost of payroll services is also going up, and asked whether anyone has looked into whether it could be done more cheaply. George said he had found a cheaper option. Sandra noted that the cheaper services are not always accurate. George said the cheaper service would save us \$2400 per year.

Shirley moved to adjourn. Sandra seconded. Motion passed unanimously.

Meeting was adjourned at 2:00 pm. Next Meeting is Thursday November 17<sup>th</sup> at 12:30 pm. By Zoom.

Respectfully submitted,

Shirley M. Pripstein  
Secretary