

# *A G E N D A*

A regular meeting of the Senior Center Advisory Committee to be held at the Senior Center, 122 Park Hills Drive, Waxahachie, Texas on *Wednesday, September 19, 2018 at 1:30 p.m.*

BOARD MEMBERS: Patti Junkin, Chairman  
Patty Smith, Vice Chairman  
Mike Lee  
Joe Jenkins  
Ray Weable  
Lee Johnson  
Peggy Loftis

1. Call to Order
2. Invocation
3. ***Public Comments:*** Persons may address the Senior Center Advisory Committee on any issues. This is the appropriate time for citizens to address the Committee on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Committee may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
4. Approval of minutes for Senior Center Advisory Committee meeting of July 18, 2018
5. Discuss financial report for period ending August 31, 2018 and take any necessary action
6. Discuss STEM Education Garden financial report for period ending August 31, 2018 and take any necessary action
7. Review revised Membership form, General Rules, and Code of Conduct and take any necessary action
8. Review upcoming special events and take any necessary action
9. Adjourn

**The Senior Center Advisory Committee reserves the right to go into Executive Session on any posted item.**

This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at 469-309-4005 or (TDD) 1-800-RELAY TX

***Notice of Potential Quorum***  
***One or more members of the Waxahachie City Council may be present at this meeting.***  
***No action will be taken by the City Council at this meeting.***

A regular meeting of the Senior Center Advisory Committee was held at the Senior Center, 122 Park Hills Drive, Waxahachie, Texas on Wednesday, July 18, 2018 at 1:30 p.m.

Members Present: Patty Smith, Vice Chairman  
Mike Lee  
Joe Jenkins  
Ray Weable  
Lee Johnson

Members Absent: Patti Junkin, Chairman  
Peggy Loftis

Others Present: Jeanee Smiles, Director, Waxahachie Senior Citizens Center  
John Smith, Director of Parks and Recreation  
Mary Lou Shipley, Council Representative

**1. Call to Order**

Mr. Mike Lee called the meeting to order at 1:46 p.m.

**2. Invocation**

Mr. Joe Jenkins gave the invocation.

**3. Approval of minutes for Senior Citizens Center Advisory Committee meeting of May 16, 2018**

**Action:**

*Mr. Ray Weable moved to approve the minutes of the Senior Center Advisory Committee meeting of May 16, 2018. Mr. Joe Jenkins seconded, All Ayes.*

*{Ms. Patty Smith arrived}*

**4. Discuss financial report for period ending June 30, 2018 and take any necessary action**

Ms. Jeanee Smiles, Director of the Waxahachie Senior Citizens Center, reviewed account balances and profit and loss sheets. Ms. Smiles acknowledged the new grants and donations received.

**Action:**

*Mr. Lee Johnson moved to approve the financial report for period ending June 30, 2018. Mr. Joe Jenkins seconded, All Ayes.*

**5. Discuss STEM Education Garden financial report for period ending June 30, 2018 and take any necessary action**

Ms. Smiles explained the technology parts of the garden that were ordered. She stated the interactive computer screens will be in sturdy boxes which will be built by Lawn Masters.

**6. Discuss Next Generation STEM Education Garden Preview Party and take any necessary action**

The Next Generation STEM Education Garden Preview Party will be held on Wednesday, July 25, 2018 from 9:00 a.m. to 11:00 a.m. and the public is invited.

**7. Review upcoming special events and take any necessary action**

Ms. Smiles reviewed upcoming events and noted the following:

- Home Instead will sponsor the August breakfast for the Healing Hearts Club
- The Center will be gearing up for Be a Santa to a Senior
- Explained changes to the lunch menu for the Birthday Lunch event

**8. Public Comments**

None

**9. Adjourn**

There being no further business, the meeting adjourned at 2:08 p.m.

Respectfully submitted,

John Smith  
Parks & Recreation Director

(5)

1:25 PM  
09/12/18  
Cash Basis

**Waxahachie Senior Advisory Council**  
**Profit & Loss**  
January through August 2018

	<u>Jan - Aug 18</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Direct Public Grants</b>	
Corporate and Business Grants	
Hilco Electric	2,500.00
<b>Total Corporate and Business Grants</b>	<u>2,500.00</u>
<b>Nonprofit Organization Grants</b>	
GERDAU	1,000.00
Pearls of the Ivy Foundation	250.00
Shell Oil Company Foundation	1,000.00
United Way	7,500.00
Waxahachie Junior ServiceLeague	500.00
<b>Total Nonprofit Organization Grants</b>	<u>10,250.00</u>
<b>Total Direct Public Grants</b>	12,750.00
<b>Direct Public Support</b>	
Corporate Contributions	3,570.00
Individ, Business Contributions	
Gryphon Toy Run	7,378.00
Individ, Business Contributions - Other	2,633.92
<b>Total Individ, Business Contributions</b>	<u>10,011.92</u>
<b>Direct Public Support - Other</b>	<u>24.00</u>
<b>Total Direct Public Support</b>	13,605.92
<b>Donation</b>	203.00
<b>Indirect Public Support</b>	
United Way, CFC Contributions	2,500.00
<b>Total Indirect Public Support</b>	<u>2,500.00</u>
<b>Interest</b>	166.77
<b>Other Types of Income</b>	
Art Department	480.00
Coffes	270.00
Copies	21.40
Exercise Band	124.50
Garden Club	1,493.00
Meals	1,697.46
Nifty Needlers	14.00
Tshirt Sales	10.00
<b>Total Other Types of Income</b>	<u>4,110.36</u>
<b>Special Events Income</b>	<u>155.00</u>
<b>Total Income</b>	<u>33,491.05</u>
<b>Expense</b>	
<b>Business Expenses</b>	
<b>Allocation of Programs</b>	
Allocation of supplies	788.11
Angel Tree	139.85
Arts and Crafts	383.74
Food Purchases- Special Program	4.25
Fuel	169.66
Games	107.00
Hickerson Memorial Park	2,473.51
Marketing/Advertising	86.00
Office	60.31
Office Furniture	25.00
<b>Special Events Programs</b>	
Special Event Program Services	305.75

(5)

1:25 PM  
09/12/18  
Cash Basis

**Waxahachie Senior Advisory Council**  
**Profit & Loss**  
**January through August 2018**

	<u>Jan - Aug 18</u>
Special Events Programs - Other	737.23
<b>Total Special Events Programs</b>	<u>1,042.98</u>
<b>Total Allocation of Programs</b>	5,280.41
Garden Expenses	1,046.95
Transportation Fee	3,539.00
Business Expenses - Other	195.93
<b>Total Business Expenses</b>	<u>10,042.29</u>
Equipment & Building Maintenan	
Building Maintenance Services	50.00
Equipment & Building Maintenan - Other	150.00
<b>Total Equipment &amp; Building Maintenan</b>	<u>200.00</u>
Food Preparation Services	504.68
Food Purchases	5,405.20
Instructors	175.00
Office and Marketing Services	350.00
<b>Total Expense</b>	<u>16,577.17</u>
<b>Net Ordinary Income</b>	<u>16,813.88</u>
<b>Net Income</b>	<u><u>16,813.88</u></u>

(6)

1:27 PM  
09/12/18  
Cash Basis

**Waxahachie Senior Advisory Council**  
**Profit & Loss**  
**January through August 2018**

	<u>Jan - Aug 18</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Direct Public Grants</b>	
<b>Nonprofit Organization Grants</b>	
GERDAU	1,000.00
Pearls of the Ivy Foundation	250.00
Shell Oil Company Foundation	1,000.00
Waxahachie Junior ServiceLeague	500.00
<b>Total Nonprofit Organization Grants</b>	<u>2,750.00</u>
<b>Total Direct Public Grants</b>	2,750.00
<b>Direct Public Support</b>	
Corporate Contributions	2,070.00
Individ, Business Contributions	
Gryphon Toy Run	7,378.00
Individ, Business Contributions - Other	2,461.74
<b>Total Individ, Business Contributions</b>	<u>9,839.74</u>
<b>Total Direct Public Support</b>	<u>11,909.74</u>
<b>Total Income</b>	14,659.74
<b>Expense</b>	
<b>Business Expenses</b>	
<b>Allocation of Programs</b>	
Allocation of supplies	224.50
Arts and Crafts	24.45
Marketing/Advertising	86.00
Special Events Programs	30.31
<b>Total Allocation of Programs</b>	<u>365.26</u>
<b>Total Business Expenses</b>	365.26
<b>Instructors</b>	<u>125.00</u>
<b>Total Expense</b>	<u>490.26</u>
<b>Net Ordinary Income</b>	<u>14,169.48</u>
<b>Net Income</b>	<u><u>14,169.48</u></u>

1:28 PM  
09/12/18  
Cash Basis

Waxahachie Senior Advisory Council  
**Balance Sheet**  
As of August 31, 2018

(4)

	<u>Aug 31, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
CNB- Fundraiser 410	11,691.30
CNB -Programs	-3,616.72
CNB Money MKT	67,876.89
STEM Education Garden	8,643.19
<b>Total Checking/Savings</b>	<u>84,594.66</u>
<b>Other Current Assets</b>	
Petty Cash	100.00
<b>Total Other Current Assets</b>	<u>100.00</u>
<b>Total Current Assets</b>	<u>84,694.66</u>
<b>Fixed Assets</b>	
Accumulated Depreciation	-52,755.00
Fitness Expansion	27,571.77
Furniture and Equipment	49,276.61
Hickerson Memorial Garden-Park	47,690.05
STEM Garden	
Butterfly Garden	10,000.00
Earth Sciences	5,815.11
Operational Areas	88,610.00
Soil Conservation	500.00
Technology Teaching Area	49,860.50
STEM Garden - Other	15,800.00
<b>Total STEM Garden</b>	<u>170,585.61</u>
<b>Total Fixed Assets</b>	<u>242,369.04</u>
<b>TOTAL ASSETS</b>	<u><u>327,063.70</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Unrestricted Net Assets	310,249.82
Net Income	16,813.88
<b>Total Equity</b>	<u>327,063.70</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>327,063.70</u></u>

# WAXAHACHIE SENIOR ACTIVITY CENTER

## GENERAL RULES

To be a member of the Senior Center you must meet the age requirement of 50 years old or be the spouse of a member.

Please complete an application with membership fees due per fiscal year, October 1. Payment options and scholarships are available with qualification.

**A PROSPECTIVE MEMBER MUST HAVE THE MENTAL AND PHYSICAL ABILITY TO FUNCTION INDEPENDENTLY WITHOUT STAFF OR VOLUNTEER SUPERVISION WHILE AT THE CENTER.**

It is mandatory for all members to sign in at the Kiosk upon arrival for scheduled events. Senior Center activities are determined by participation.

Members may bring guests up to six (6) times a year. Guest may observe or participate in class activities based on space availability.

All physical activities require a liability release form on file. **THE FITNESS CENTER IS FOR MEMBERS ONLY.**

Guests and children are not permitted access to our fitness equipment.

Orientation for the use of the exercise rooms is mandatory for all members before using any equipment.

Children under eighteen (18) may not participate in Senior Center activities unless during planned Intergenerational activities.

**A MEMBER MUST ACCOMPANY ALL GUESTS AT ALL TIMES WHILE AT THE CENTER.**

Reservations for lunch must be made by the participant either by registering on the computer at the front desk or call (469-309-4280) twenty-four (24) hours before scheduled lunch time.

The Center is not responsible for damage, breakage, theft, or storage of a participant's personal items. The Senior Center is not liable for personal injuries to people participating in the Center's activities. All members and guests must sign a liability release and it will be kept on file.

Please do not remove supplies, tools, or equipment from the Center unless written permission is approved by the Director.

Fees for classes and supplies are subject to change as per project.

## CODE OF CONDUCT

### TYPES OF BEHAVIOR WHICH ARE NOT ACCEPTABLE;

- Abuse, theft, vandalism of equipment, materials, computers, and physical structure
- **Loitering, profanity, intimidating, or belligerent behavior, or abusive language**
- **Absolutely NO form of racial, sexual, or physical harassment will be tolerated**
- Possession, consumption, or being under the influence of alcohol or illegal drugs
- Inadequate personal hygiene that could pose a health risk for center patrons and/or excessive body odor or excessive use of body sprays and perfumes.
- Inappropriate use of the restrooms such as; shaving, bathing, spitting, washing clothes etc.
- Inappropriate use of the computers, printer and/or Internet; such as gambling, pornographic sites etc.
- **Smoking or use of tobacco products in the building or within 25 feet of any entrance**
- Soliciting or petitioning of any kind without the express consent of the Senior Center Director
- Any illegal activity as defined by the laws of the United States Federal Government, State of Texas, or City of Waxahachie, Texas

\*\*\*\*\*  
**Inappropriate behavior such as, but not limited to those listed above may result in a membership suspension, or revocation or possible charges of criminal trespass from the City of Waxahachie, Texas**

**I HAVE READ, UNDERSTAND AND WILL COMPLY WITH THE RULES AND REGULATIONS OF WAXAHACHIE SENIOR ACTIVITY CENTER HEREIN.**

Signature \_\_\_\_\_

Date \_\_\_\_\_



Waxahachie Senior Activity Center  
Membership Form

(7)

City \_\_\_\_\_

Non-City \_\_\_\_\_

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Last Name: \_\_\_\_\_

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Cell: \_\_\_\_\_

Residential Street Address: \_\_\_\_\_

City/Town: \_\_\_\_\_, Texas Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Mailing Address or Post Office Box if different from Residential Address**

Street or P.O. Box Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**If you are a Waxahachie Business owner and reside in the county, you are eligible for in-city membership dues. Proof of ownership is required to qualify.**

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Tax Payer ID # or Resale # \_\_\_\_\_

FOR OFFICE USE ONLY

My Senior Center Card ID #: X ID CARD # 2: \_\_\_\_\_

Receipt #:	Date:	Initials:	Receipt #:	Date:	Initials

(7)

**RACE:**

\_\_\_ American Indian/Native Alaskan      \_\_\_ Native Hawaiian/Other Pacific Islander

\_\_\_ Black/African American      \_\_\_ White

\_\_\_ Asian      \_\_\_ Hispanic

\_\_\_ Other (Specify) \_\_\_\_\_

Do you live alone?      \_\_\_ Yes      \_\_\_ No

Are you Head of the Household?      \_\_\_ Yes      \_\_\_ No

Is the income in your household below poverty level?      \_\_\_ Yes      \_\_\_ No  
(Refer US Government Guidelines: staff will assist you)

**Name of Emergency Contact:** \_\_\_\_\_

**Relationship of Contact:** \_\_\_\_\_ **Phone#:** \_\_\_\_\_

**IN THE EVENT OF AN EMERGENCY PLEASE LIST ANY MEDICAL CONDITIONS OR SEVERE ALLERGIES THE SENIOR CENTER STAFF AND/OR FIRST RESPONDERS WILL NEED TO BE AWARE OF:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Authorization**

I declare that I am 50 years of age or older and my date of birth listed above is correct to the best of my knowledge. I understand that the center has a grievance procedure posted that will tell me how to lodge a complaint in the event that I feel I am being discriminated against due to race, creed, sex, age, or national origin.

I understand that the information on this form may be used in statistical reports and hereby give my permission to use the information collected about me if it does not identify me personally by name.

\*\*\*\*\*

**Further, I grant my permission for the Waxahachie Senior Activity Center (WSAC) to use my name and reproduce my photograph and visual image for marketing material, including, but not limited to, paper reproductions and computer images displayed on the WSAC website or other internet websites on behalf of WSAC. I will not now, or any time in the future, receive any compensation or have any claim against WSAC for the use of my name or reproduction of my picture or visual image in its marketing material.**

**YES [ ] NO [ ]**

**(2018-2019) Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_