



MEETING MINUTES

**Senior Citizens Advisory Board
May 17, 2022**

1. **Call to Order/Roll Call:** Chair Epperson called the meeting of the Senior Citizens Advisory Board to order at 9:00 a.m. Board Members Present: Chair Bunny Epperson, Vice Chair Priscilla Martinez, Herb Chu, Barbara Cox, Linda Holman, Joyce Satow. Excused: Ralph Olcese. Staff Present: Danielle Brewer, Ann Mottola.
2. **PLEDGE OF ALLEGIANCE:** Chair Epperson led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the April 19, 2022 meeting.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **UNFINISHED BUSINESS:**
 - a. Receive and File Monthly Class Attendance, Nutrition Site Reports, and Senior Center Historical Front Desk Sign In Data – **Superintendent Brewer** presented.
Board Member Chu stated that he likes the new format for the Nutrition Site Report.
Board Member Cox stated that she didn't know why there was a 1,000 person drop from April on the front door sign in sheets.
Chair Epperson asked if the volunteer sign in sheets in the kitchen were being included with the front door sign in sheet totals. **Superintendent Brewer** explained that everyone needs to sign in at the front door as well.
8. **NEW BUSINESS:** None.
9. **ITEMS FROM BOARD MEMBERS:**

Board Member Satow stated that there was a piece of sidewalk that needed to be ground down. It is on the north side of Crystal Springs up to the upper parking lot. **Director Mottola** asked her to forward the email that she received from a participant so Staff and Public Works could take a look at it. **Board Member Satow** stated that the main Senior Center sign over the front entrance was hard to see and recommended that it be larger or painted in bright, contrasting colors so the name of the center would be more visible. She asked what the purpose of the flat screen television monitors in the lunchroom was. Would they be used for the benefit of the San Bruno Senior Center general membership? **Superintendent Brewer** explained that they would be used for Council meetings, but they were also setting them up so they could be used for bingo as well as they would have cable to them so that sporting events could be streamed.

Superintendent Brewer stated that safety concerns should be brought to Staff immediately so they could be addressed.

10. **ITEMS FROM STAFF:**

- a. Oral Update on Senior Parking Lot and Trash Enclosure Construction Project – **Superintendent Brewer** stated that the east end of the parking lot was done. She estimated that about 75% was completed across from the entrance. She reviewed the timeline. The contractor was in communication with SamTrans about the project. Discussion about where people would be entering the building and new signage about signing in.

Board Member Chu asked if the trash enclosure would be done at the same time as the staff parking lot area. **Superintendent Brewer** stated that they were waiting on some permits and approvals. The trash enclosure was moved from the second phase to the fourth phase of the project.

Superintendent Brewer announced that June 5th will be CommUNITY Day. It will take place on San Mateo Avenue. She explained the events of the day. If the Board would like to have a booth to advertise Senior services and to staff the table, please let her know. **Board Member Holman** asked if only San Bruno services would be represented. **Superintendent Brewer** stated that if it was a county service that was serving San Bruno, then it could be talked about. Discussion about a booth. **Superintendent Brewer** and **Board Member Holman** would work together on a schedule to staff the booth.

Superintendent Brewer stated that the reservation system had been in place for over a month. She stated that it was working out well.

Chair Epperson asked when the report regarding the cost for lunches would be on the agenda. Discussion about guest and party fees. **Superintendent Brewer** stated more discussion could happen at the July meeting.

Superintendent Brewer stated that the revenues and County program report would be on next month's agenda.

11. **ADJOURNMENT:** Meeting was adjourned at 9:33 a.m.