

LE Phillips Senior Center

Board Meeting Minutes

Date: 5-25-25

Time: 8:03 AM – 9:34 AM

Location: LEPSC

Present: Bryan Bessa, Doug Mell, Jerilyn Kinderman, Denise Wirth, Aric Burch, Mary Mero, Jim Bunkelman, Sandy Pocernich, Larry Zorn, Jackie Minor, Janet Lesniewski, Colleen Bates

Absent: Pieter Graaskamp, Bill Beaton

Call to Order

The meeting was called to order by Chair Bessa at 8:03 AM.

Approval of Minutes

The minutes from the April 2025 meeting were approved unanimously following a motion by Mero and a second by Burch.

Treasurer's Report – Kinderman

Treasurer Kinderman reported that the US Bank checking account has been closed to consolidate funds. Donations from the Friends group have increased compared to the previous year, while grant funding has decreased. The US Bank grant will not be available this year. Wage expenses are slightly higher due to the Center now having a full maintenance staff. Overall, the Center remains in a strong financial position. The Steiner Gift continues to be managed strategically in response to market conditions.

Director's Report- Minor

- Director Minor reported that the Thrift and Craft Sale raised \$7,800. The Center did not receive grant funding from the Eau Claire Community Foundation for patio or fitness equipment.
- The Annual Support Campaign has received \$7,531 since April 1. Outreach efforts are focused on underrepresented groups within the community and on building relationships with existing business partners. The campaign emphasizes educating supporters on the Center's impact and thanking members for their involvement. It was noted that the Steiner Gift is intended to support capital projects and secure the Center's long-term future, not to cover operational costs. Volunteers are needed to help distribute informational and fundraising packets.
- The Thompson Room has been beautifully decorated by the Creative Artists, and shelves at the front desk were constructed by Kathy.
- This month marks the first decline in membership, which may be linked to a change in insurance renewal procedures. Memberships are no longer renewed automatically if there has been no activity for a year.
- Merchandise orders have resumed.
- The upcoming Annual Meeting will honor Jim Deignan and Pieter Graaskamp for their years of service on the Board.
- A maintenance issue was noted: a broken window in the Presto Room will be repaired for \$500.
- Credit cards are now being accepted at the Center, generating \$1,000 in the first month. This has been well-received by members.

Committee Reports

- **Executive Committee (Bessa):** The Finance Committee met to prepare for the Annual Meeting.
- **Building Committee (Bunkelman):**
The front office remodel, estimated at \$50,000, requires state review and submission by an architectural firm. Work is expected to begin in about three months. The fire alarm project also needs state approval,

with a mid-June start date anticipated. Work will be done in phases to avoid fully shutting down the Center. Parking lot reconstruction is planned for late June. The front lot will be closed for one week during this time, and Meals on Wheels will make deliveries to the back entrance. Sidewalk work will begin a week earlier.

- **Programs & Community Outreach Committee (Mero):**

The committee continues to review the effectiveness and relevance of programs. A member survey is planned for the coming year to guide programming decisions.

- **Finance Committee (Kinderman):**

A five-year capital project list was reviewed. The committee is planning to bring in an advisor from Ameriprise to discuss balancing short- and long-term expenses. Funds may be moved from Nicolet Bank to Ameriprise for consolidation.

- **Fundraising & Planned Giving Committee (Pocernich):**

The annual fundraising campaign is conducted once a year. Planned giving information will be offered to members twice annually. The committee is also exploring new sponsorship opportunities.

- **IT Committee (Minor):**

The committee met last week and received a \$3,000 estimate for seven refurbished computers. Five of the current computers are running Windows 10, which will no longer be supported. Mero moved to approve the purchase of new computers, and Bates seconded the motion. The motion was approved unanimously. Microsoft Business Premium is no longer offering grants for its services, so the Center will now pay \$50 per month for access.

Old Business

There was no old business discussed.

New Business

Under new business, Mell moved to rename the Great Room as the *Sylvia J. Steiner Great Room* in recognition of the Steiner Gift. Mero seconded the motion, and it passed unanimously. The renaming will be formally announced at the Annual Meeting.

Adjournment

The meeting was adjourned at 9:34 AM following a motion by Wirth and a second by Burch. The motion passed unanimously.

Next Meeting

The next meeting is scheduled for **June 24, 2025, at 8:00 AM.**

Respectfully submitted,

Denise Wirth, Secretary