

Santa's Senior Center Corporation, Inc.

Board of Directors Meeting Minutes

10 December 2025

Our Mission is to create inviting enjoyable programs that encourage older adults to use their skills, develop their potential, and continue involvement in the community.

Call to Order: Board President (Joe Gelinas) at 1:01 P.M.

Roll Call- Candy Clarke (Absent / UnExcused) (25), Gregory A. Corbett (25), Lamie Ellsworth (25), Joe Gelinas (26), Rochelle Renner (Absent / Excused) (25), Ruthie Sevy (26), Cora Williams (25)

Other Members in Attendance: Diane Jewkes, Tammy Wilson

Quorum: Yes/No-(05 of 07 members present)

Approval of Agenda 10 December 2025 Board Meeting.

Motion made by Cora W. to accept agenda with update as stated. Seconded by Greg C.

Vote 05 Yes, 00 No. Agenda accepted.

Approval of Minutes of 12 November 2025, Board Meeting

Motion made by Joe G. to accept 10 November 2025 Board Meeting minutes Cora W. seconded motion.

Vote 05 Yes, 00 No. October Board Meeting minutes accepted.

Officer Reports:

Secretary – Gregory A. Corbett -

Volunteer Hours – Volunteer hours reported for the month of November 2025 were 196.5 hours with 08 members reporting.

Secretary noted his thanks to the Election Committee and Election Board for their work. Members noted were Jo Small, Marie Terch, Pat Belcher, as well as Cora Williams and Tyra Gelinas

Treasurer - Rochelle Renner – (Absent) – No Report

Vice-President – Ruthie Sevy – NO REPORT

President - Joe Gelinas – Read 03 Thank You cards from local organizations that SSC had given a monetary donation. Senior Games, Saint Nicholas Parish – Lunch Program, Bread Lin of Alaska

Committee Reports:

Gift Shop – Goldie Southwood (Absent) NO REPORT

Gaming - Barbara Sevier – (Absent) Printed and attached

Kitchen - Sharon Corbett – (Absent) NO REPORT

Budget Committee - Rochelle Renner (Absent) NO REPORT

Audit Committee - Jo Small and Rochelle Renner – (Absent) NO REPORT

Maintenance Committee - Gregory Corbett –

See attached Fuel usage report

Outreach Committee - Candy Clarke – (Absent) NO REPORT

Sunshine Committee - Judi Hastings - (Absent) NO REPORT

Administration - Carmen Sears – see attached printed report

Unfinished Business:

*New Membership Application – with Volunteer sign up C/W

*Procedures for Opening / Closing the facility for Nonmember Rental Usage (Carried forward from August Meeting).

From August and December Meeting Minutes:

“Procedures for Opening/Closing the Center for Nonmember Rentals Usage. We have several rentals coming up. Volunteers are needed for each month to provide access to the SSC building for nonmembers. Key card access to the building is limited to staff, members and directors of the SSC. Many of our members will not drive during the hours of darkness. This has produced a conundrum for the use and access to the building for nonmembers and rental usage. A suggestion was made that we could possibly provide paid time for a coordinator, who would be available during these rental activities. Cora W. made a motion; “Pay our SSC Administrative Assistant up to 4 (four) hours per event through the end of 2025. The board of directors will then readdress the issue after election of new board of directors.” Greg C. seconded the motion. Vote 06 Yes, 00 No. Motion carried.”

Down Under Landscaping is the new snow removal contractor. He can be reached at Phone No#. (907) 322-4415

New Business:

New Copier for SSC. The large copy machine purchased in 1997 is beginning to malfunction. Joe G. was able to fix the current issue of jamming and only making limited copies of the newsletter. After much discussion it was decided to use the current copier and admin printer until it completely fails. The board will look into the cost and feasibility of purchasing a new machine.

Member/Visitors Comments:

Diane J. asked how many copies are made each month and is there a possibility of reducing the number by asking SSC members to use electronic copies instead.

Diane J. inquired as to whom we have to purchase a new machine from or can we go to any vendor.

Cora W. stated that the church she attends pays a monthly fee to lease copier machine and then the company maintains it as well as replacing outdated equipment.

Diane J. wanted to ensure all the volunteers from New Hope Presbyterian church were recognized for filling the “Hope Bags” given to SSC and then distributed through out the community.

Tammy W. & Diane J. suggested the SSC develop a list of volunteers who would help with the opening and usage of the building by non-members. It was also suggested to increase the cost of building rental donation to cover costs of the administrator when needed.

Ruthie S. suggested we improve advertising of the SSC for rent by non-members. She also stated that prior administration had issues with naming the monies collected as Rental Fees versus Suggested Donation, because we are a non-profit organization.

Tammy W. stated that any member or non-member who wanted to use the building has to pay the fee upon completion of the rental agreement.

Joe G. echoed this sentiment, stating that when you sign up for activity and use of the SSC, you pay when you make the reservation.

Ruthie S. stated she wanted to ensure that the new membership application with volunteer information was being used.

Joe G. stated that the new membership application form would be used from today forward.

Ruthie S. asked to have a listing of activities that we need volunteers for to oversee non-member activities.

Carmen S. asked where the volunteer information was to be kept?

Tammy W., Joe G. & Diane J. all suggested a Welcome Committee or one of the current committee’s (ie; Sunshine or Outreach) be responsible for the volunteer information.

Joe G. state certain committees are required in the By Laws.

Ruthie S. will speak with he janitor about not emptying trash cans.

The next Board Meeting will be held the second Wednesday of the month, 14 January 2026, at 1:00pm

Meeting Adjourned at 1:56 P.M. Wednesday 10 December 2025

Prepared by SSC Secretary- Gregory A. Corbett

*Items to be added to January agenda as unfinished business.