

# April 21, 2026 Parker Senior Center Board of Directors Meeting Minutes

## Meeting Details

<b>Date:</b>	April 21, 2026
<b>Time (Begin):</b>	12:31
<b>Time (End):</b>	1:27
<b>Location:</b>	Parker Senior Center, Large Conference Room

## Attendees

<b>Role</b>	<b>Name</b>
President	Marie Gleees
Vice President	Tom Frame
Secretary	Debbie McHenry
Treasurer	Jim Noon
Director 1	Kam Breitenbach
Director 2	Jim Austin
Director 3	Tim Cattrysse
Center Manager	Leslie Soell - ABSENT
Town Administration Representative	Mary Colton-ABSENT (Brenda Moody Rep)
Town Council Liaison	Todd Hendreks
Outside Director 1	Dr. Meg Burke
Outside Director 2	Bobby Rogers - ABSENT

- Guests: Tracy Wolbach, Robbie Laity, Rose Whalen, Lori Gibson, Brenda Moody

**President: Marie Gleees** - opened the meeting, introduced Tracy Wolbach, the new PSC assistant manager, and led introductions around the table.

**Assistant Manager: Tracy Wolbach** shared her background, including clinical research, Meals on Wheels experience, and recent training with Val. She expressed enthusiasm about joining and learning.

**Todd Hendreks (Town Council Liaison)** reported on the launch of the “Link On Demand” shuttle service, a pilot partnership with Douglas County. The service offers free rides through an app or phone, targeting those without cars. He recommended publicizing it to members and noted grant funding and possible RTD support. He also mentioned upcoming celebrations for America’s 150th, Colorado’s 150th, and Parker’s 45th anniversaries.

**Brenda Mooney (Town Staff)** updated on the feasibility study: assessments and community engagement are complete. Recommendations will be discussed with a consultant, finalized in May, and presented to Town Council (June 8) and the Senior Center board (June 16). She confirmed financial discussions with the study group.

**Dr. Meg Burke (Outside Director 1)** briefly mentioned the successful launch of the “Ask a Doc” series, with diabetes as the next topic.

**Jim Noon (Treasurer)** delivered the financial report: several grants were received, including \$17,500, \$1,911, and \$750. He clarified issues with bus fund accounting, noting corrections are pending for March. Jim A. motioned that the February finances be approved; Debbie seconded it; after discussion, they were unanimously approved. March figures will be reviewed next month. Jim mentioned ongoing QuickBooks training (he completed it) and debated accounting methods.

**Tom Frame (Vice President)** discussed efforts to modernize technology: donation of two TVs, improvements to phone systems, and software procurement through Tech Soup. Challenges persist with software delivery and phone line configuration. Jim N and Jim A were acknowledged for their legwork on the phone lines. Tom also reported on Comcast speed issues and potential cost reductions.

**Marie Glees (President)** described ongoing front office training and possible updates to the operations manual. She highlighted recent CPR/AED training by the Red Cross, resulting in several certified staff and volunteers.

**Kam Breitenbach (Director 1)** reported making 53 calls to lapsed members, with 38 renewals. She discussed insurance requirements for RTD lot use, fundraising events like the hat stampede painting, approval for Santa’s breakfast funding (Core donated \$1500), and ongoing efforts to secure sponsorships. She also gave an update on Vickie’s Boutique sale and luncheon, noting \$2,742 raised and 57 lunches served. She confirmed use of the bus for Culver’s fundraiser on July 13.

**Jim Austin (Director 2)** shared membership numbers (812 members, 95 new since January, 78 lost). He distributed annual reports and highlighted fundraising successes (gift cards, lunch proceeds). Robbie Laity (Fundraising Chair) recapped upcoming events: pancake breakfast, bake sale, resource fair (September 9), craft fair, and December holiday event. She explained booth fees and vendor sign-ups, and noted increased business engagement. Jim A. also mentioned Channel 7 TV Every Day Heros coverage for Rich and Donna Foerster and year-to-date community donations totaling \$11,000. He reviewed financials from Castle Rock Senior

Center, discussed bingo raffle controls, and progress on the phone system. Jim also mentioned genealogy sessions scheduled for May 12 and 19.

**Tim Cattrysse (Director 3)** updated on building maintenance: installation of a new refrigerator (“purring along nicely”), storeroom flooring scheduled (materials and labor donated by Home Depot), and Rotary Day plans for grounds cleanup. Lowe’s is donating three pallets of mulch.

**Rose Whalen (Trips Committee)** announced an upcoming bus trip to Santa Fe as a fundraiser, expecting \$1,500 toward the bus fund. She described plans for additional fundraisers (raffles, wine tasting), and reported the bus fund is ahead of budget goals.

**Debbie McHenry (Secretary)** proposed establishing a Kitchen Committee, chaired by Joe, to address health and safety concerns during events. The committee would oversee kitchen use, ensure proper sanitation, coordinate with fundraising planners, and, at least one member of the Kitchen Committee would be in attendance at any event or fundraiser that uses the kitchen. Robbie Laity (fundraising Chair) agreed to update the fundraising requirements accordingly. The board agreed to move forward, pending Joe’s input and a draft of operating procedures. Marie volunteered to consult Joe about committee formation.

**Various Board Members** discussed adjustments to event planning checklists and coordination between recurring committees to avoid kitchen conflicts.

### Major Decisions and Actions

- February financials approved; March to be reviewed next month.
- Feasibility study to be finalized and presented in June.
- Kitchen Committee proposal initiated to improve safety and compliance. Marie volunteered to consult Joe about committee formation.
- Modernization of technology and phone systems underway.