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SEQUIM SENIOR SERVICES, A Washington nonprofit corporation, dba Shipley Center
50th ANNUAL MEMBERSHIP MEETING!
In-person and via Zoom, October 26th, 2021
MINUTES

After attendees were admitted to the meeting by Michael Smith, the Executive Director, via ZOOM, then Margaret Cox, President, called the meeting to order at 3:03 pm.

All reports cover the year since the 2020 Annual Meeting and are filed with these Minutes.

MINUTES: Virginia Smith, Secretary, presented the 49th Annual Membership Meeting Minutes which were unanimously approved.

PRESIDENT'S REPORT: Margaret Cox, President, welcomed everyone to the meeting, whether in person or via Zoom. In this 50th year of operation, during the difficulties of the pandemic, Michael Smith, Executive Director has managed to keep everything together for Shipley Center. Because of grants he pursued, and bequests, all staff members have continued to be employed. A few activities were able to continue via Zoom, until beginning in May this year when Shipley began opening up to a few in-person activities. Many people who had dropped their membership have returned, and several new members have joined. The Annual Benefit Sale brought in well over \$50,000. Thank you to all the staff and volunteers and Directors and all 1527 of you members who are the lifeblood of Shipley Center.

STAFF REPORTS: Michael Smith, Executive Director, introduced the staff and presented their reports. There are 3 fulltime staff members and 8 parttime staff. Two young men share the janitorial work, or there would be one less staff member.

Shamya Waters, Program Director, has brought in significant financial support by selling advertising and sponsorship programs, renting space, ad sales, and classified ads. Currently, five activities are now active on Zoom. Twelve programs are again running in-person. Four programs continue to wait for COVID-19 numbers to drop. November 19 will be the first luncheon since March 2020. It will be either Dine-In or Take Out, with proof of vaccination required for dining in. A Christmas luncheon will have the same guidelines.

Deb Hudson, Baywood Village Manager, had a lengthy report of the maintenance events throughout the year at Baywood. This remains a successful enterprise for Shipley and a popular place to live.

Beth Barrett, Trips Coordinator, had to stop all trips during most of last year and part of this year due to the pandemic. Then, starting in April, it was possible to have about two short outings per month in the Shipley bus. The water limo sight-seeing trips were very popular. She continues to work with two travel agencies to plan future national and international trips. Meanwhile, bus maintenance, and driver relations continue, and the bus is occasionally chartered out for use by other local organizations.

Kurt Engel, Chef/Kitchen Manager, has done a wonderful job of continuing to produce Take Out meals, food for the Annual Benefit Sale attendees and for the anniversary celebration, and the most popular, weekly Steak Nights which always sell out. The café income is back up to 2/3 of what it was before the pandemic. The café has been renamed Leo's Café, and redecorating is in progress. Dining in is now available with proof of vaccination.

MOTION: Margo Hewitt moved and Judy Lange seconded that a committee begin work on redecorating the café and renaming and rebranding it Leo's Café in honor of R. Leo Shipley. Passed unanimously.

COMMITTEE REPORTS

Mimi Sutton, Treasurer, and Finance/Investment/Audit, reported on Treasury with information and some comments provided by Gayle Urban, Bookkeeper. Shipley Center is in very good financial condition, and much of it, including the bequests from Shipley and Chan have come directly from Michael's influence. It is one of the few stand-alone senior centers in the United States, and is one of the oldest non-profits in Clallam County. Its Profit and Loss Statement is exceptional.

HAWA Building Committee: Much work is going on behind the scenes on the new building. Bids for contractors will be requested soon. Ground breaking will undoubtedly take place in early spring of 2022.

Personnel Committee: Due to the pandemic, the committee only met once in 2020 to approve staff raises (2% cost of living), via a Zoom meeting and vote. There have been no meetings in 2021 thus far.

Cindy Crossman, Volunteer Coordinator, reported that COVID-19 had almost completely stopped volunteering. Efforts to increase volunteering will resume when the pandemic is under control.

Russ Fish, Director, is very helpful in taking on assignments as needed that can be accomplished working from home.

Judy Lange, Chair, reported that \$1090.50 has come in from craft sales, and the Holiday Bazaar will be held November 5th and 6th. All the tables sold out within three weeks of the announcement published in the Shipley newsletter.

EXECUTIVE DIRECTOR'S REPORT

Appreciation goes to the Board members, donors, volunteers, members, café customers, guests and visitors who come to the Center and make it what it is. Michael reported on his hosting of Mike's Happy Hour via Zoom, during much of the pandemic, offering an opportunity for fun games and friendly interaction. The pandemic put a limit on gatherings of five people only, so a lot of creativity has been required to come up with meaningful activities for seniors during these difficult two years. Currently "Jeopardy!" is able to take place in-person with social distancing.

Building rentals have picked back up, contributing to the bottom line. WW, formerly Weight Watchers, has signed a lease with the Center.

There was an outdoor 50th Anniversary celebration on May 27, the actual date of the original founding in 1971. Staff, members and local dignitaries safely socially-distanced while they enjoyed music, dancing, and food. A good time was had by all!

The library has received a “Free Little Art Gallery” as a donation from Eva Kozun. People can leave small works of art and/or take a piece of art home.

Applications for two Payroll Protection Program loans/grants as part of the CARES Act qualified and were granted. Subsequently, both of the loans were forgiven after they had helped keep all our staff employed during the worst part of the pandemic.

In addition to the usual ways Shipley is advertised, they were honored in February as the “Clallam County Outstanding Employer of the Year” by Morningside Employment Services which provides a job coach, supervision and training for our two janitors, Kyle and Lee. Then in April, a picture of the Tai Chi class was on the cover of *Living Well*, in coordination with the Olympic Area Agency on Aging.

An informal survey in July 2021 revealed that 99% of the seniors coming to Shipley are fully vaccinated. This shows that the membership is endeavoring to do all they can to protect each other, so they can all participate in the good things going on at the Center.

At the end of 2020, Michael began the process of applying for a grant from the State of Washington for the Health & Wellness Annex (HAWA). In July, word came that it was approved in the amount of \$463,000.

Work behind the scenes on HAWA has continued by meetings with the architect, Civil Engineer, Mechanical Engineer, and color designer. The HAWA Plans have been submitted to the City of Sequim for the Design Review process. We can confidently expect ground breaking in the coming few months.

Shipley Center’s *The Center News* again has an Activity Page as things are starting to pick up again!

ELECTION RESULTS

Miriam Spreine, Nominating Committee Chair, announced the results of the election. All four candidates—Angela Jeziorski, Charles T. “Tom” Marshall, Renee Millar, and Eileen Schmitz—were elected to three year terms on the board, which will begin January 1st, 2022.

There was a brief question and answer session.

Margaret Cox, President, declared the meeting adjourned at 4:12 pm.

Respectfully submitted,

Virginia Smith, Secretary