



# City of Duncanville

**SENIOR ADVOCACY COMMISSION BOARD MEETING  
NOVEMBER 10, 2016  
SENIOR CENTER NORTHSIDE ROOM  
206 JAMES COLLINS BLVD.  
REGULAR MEETING – 7:00 P.M.**

## AGENDA

ITEM NO.	EXPLANATION
1.	PUBLIC DISCUSSION PERIOD.
2.	DISCUSS AND APPROVE MINUTES.
3.	DISCUSS AND APPROVE NOMINATIONS FOR COMMISSION CHAIR/PRESIDENT.
4.	DISCUSS AND CREATE CALENDAR FOR MEETINGS AND SPECIAL EVENTS.
5.	DISCUSS, BRAINSTORM, AND PRIORITIZE RE-BRANDING FUNDS FOR THE SENIOR CENTER.
6.	DISCUSS ONLINE MEMBERSHIP APPLICATION.
7.	DISCUSS ORDERING POLO SHIRTS FOR COMMISSION MEMBERS
8.	ADJOURN REGULAR MEETING.

POSTED: Monday, Nov. 7th DATE 12:00 p.m. TIME

Pam Willis  
PAM WILLIS, BOARD SECRETARY

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# City of Duncanville

## MEMORANDUM

TO: All Senior Advocacy Commission Members

FROM: Rashidah Madyun, Senior Center Supervisor

DATE: November 4, 2016

SUBJECT: **Senior Advocacy Commission Meeting**  
**Thursday, November 10, 2016**  
**Regular Meeting: 7:00 p.m.**  
**Senior Center Northside Room**

1. **PUBLIC DISCUSSION PERIOD:**

This time is available for those individuals who have signed-in and wish to address the Senior Advocacy Commission. We will follow our "Public Discussion Guidelines" during this agenda time.

2. **DISCUSSION AND CONSIDER APPROVAL OF MINUTES:**

Discussion will be held regarding the minutes from the October 13, 2016 meeting. Following discussion, the Commission will consider approval of the minutes.

3. **DISCUSSION AND APPROVE NOMINATIONS FOR COMMISSION CHAIR:**

Discussion will be held regarding the nominations to fill Chair David's position.

4. **DISCUSSION ON CREATION OF A CALENDAR FOR MEETINGS AND SPECIAL EVENTS:**

Discussion will be held regarding the creations of a calendar for meetings and special events.

5. **DISCUSSION ON RE-BRANDING FUNDS FOR THE SENIOR CENTER:**

Discussion will be held regarding the re-branding funds.

6. **DISCUSSION ON ONLINE MEMBERSHIP APPLICATION:**

Discussion will be held regarding the on-line membership application.

7. **DISCUSSION ON POLO SHIRTS:**

Discussion will be held regarding obtaining polo shirts for Commission Members.

8. **ADJOURN REGULAR MEETING:**



## MINUTES

DUNCANVILLE SENIOR ADVOCACY COMMISSION MEETING – OCTOBER 13, 2016  
NORTHSIDE ROOM OF THE D.L. HOPKINS JR., SENIOR CENTER

### MEMBERS PRESENT:

Robert "Biff" Belew  
Elaine Bell  
Kenneth (Kenny) Bradford  
Mark David, Chair  
Dominique Dor  
Kim Malone  
Alice Yoder

### MEMBERS ABSENT:

Stella West, Vice-Chair

GUESTS: Leo Bell, Jr. was present at the meeting with his wife Commission member Elaine Bell.

STAFF: Rashidah Madyun, Staff Liaison and Senior Center Supervisor, Bart Stevenson, Director of Parks and Recreation and Pam Willis, Recording Secretary, were present for the meeting.

Chair David noted there was a quorum present and called the meeting to order at 7:02 p.m.

### **Item #1 – Public Discussion Period:**

No one was present to speak during the public discussion period.

### **Item #2 – Presentation by Bart Stevenson on the City Approved FY2017 Budget and the Senior Center Trip Restrictions:**

Mr. Stevenson began by telling the Commission that approximately \$59,000 was approved in the FY2017 budget on September 20, 2016 as a supplemental for the re-branding and renovation of the D.L. Hopkins, Jr. Senior Center. He gave everyone a copy of the supplemental request so they would know what was budgeted. He suggested that each member prioritize what they felt needed to be accomplished with the funding. He requested that at the next meeting that they gather their information together and create a plan of action for the re-branding and renovation done for the FY2017.

After discussing the discussing and answering questions on the approved FY2017 budget, Mr. Stevenson explained to the Commission that he had met with the Share and Care committee to discuss senior trips and to City Manager, Kevin Hugman, regarding the same. Mr. Hugman's concern was the wear and tear on the buses. Mr. Stevenson said that he would get with Asa Low, Equipment Services Superintendent, and find out the cost for wear and tear on the buses. Commission member Bell was excited because that meant that the seniors might be able to travel to Corsicana to visit the Collin Street Bakery. Mr. Stevenson told the Commission that for now the senior trips needed to be short; however, a few long-distance trips in the future might be plausible.

### **Item #3 – Discussion and Consider Approval of Minutes:**

Chairperson David asked if everyone had had an opportunity to read over the minutes from September 8, 2016 provided to them in their digital packet. All present agreed that they had. A motion was made by Commission member Bell to accept the minutes as written; a second given by Commission member Belew. A vote was taken with 7 for; and opposed. Vice-Chair was not in attendance at the meeting.

**Item #4 – Discuss Issues and Concerns that Were Tabled at the Last Meeting:**

Chair David began discussion with the Commission on asking them how they could make the Community more aware of the Commission. He encouraged them to think of ways of communication to reach the community. A calendar for meetings and events needed to be created. Mr. Stevenson said that the Commission should keep apprised of events by checking the city's website and events calendar. It was also asked by Chair David if the new FY17 finances permitted getting the Commission shirts. Staff Liaison Madyun said she would check into it.

**Item #5 – Discuss National Night Out:**

The Commission noted that the turnout was fair, but they really expected more people. Thoughts were that maybe since the venue was changed to the recreation center, the community wasn't aware of the change or the location. Comments were made that the shortened application should have been made available to handout. All in all, the Commission didn't really have anything with their logo on it for giveaways.

**Item #6 – Discuss Improving Outreach Efforts to Engage the Community and Developing Creative Methods of Sustaining/Increasing Membership.**

Staff Liaison Madyun asked Mr. Stevenson what his thoughts were on this item. His response was that there were several avenues to use: Champion Newsletter (monthly), Spotlight (quarterly), the LED Sign and Town Hall Meetings. He also suggested for them to visit a City Council meeting. Discussion began about becoming and intergenerational facility. This could start with the senior center's re-branding.

Items that need to be discussed at the next meeting are: Creating a calendar with meetings and to put special events on; brainstorming and prioritizing the Re-branding funds for the senior center; getting the shortened application out to the community; ordering shirts; and brainstorming on ideas of how to move forward. Because Chair Mark David announced to the Commission that he was stepping down as Chair, nominations for a new Commission Chair will be taken and said person will fill in as Chair for one year.

The meeting was adjourned at 8:23 p.m. with a motion from Commission member Malone and a second from Commission member Bell.

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Pam Willis  
Recording Secretary

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Mark A. David  
Chair

# Duncanville Senior Advocacy Commission

## 2017 Event Calendar

January 2017	February 2017	March 2017
02 New Year's Day ** 12 Senior Advocacy Commission Meeting 16 MLK Observance ** 21 duncanSWITCH	09 Senior Advocacy Commission Meeting 18 duncanSWITCH	10 Senior Advocacy Commission Meeting XX Taste of Duncanville (Maybe) 18 duncanSWITCH
April 2017	May 2017	June 2017
13 Senior Advocacy Commission Meeting 14 Good Friday Observance ** 15 duncanSWITCH	11 Senior Advocacy Commission Meeting 20 duncanSWITCH 29 Memorial Day Observance **	08 Senior Advocacy Commission Meeting 17 duncanSWITCH
July 2017	August 2017	September 2017
04 Independence Day Observance * 13 Senior Advocacy Commission Meeting 15 duncanSWITCH	10 Senior Advocacy Commission Meeting 19 duncanSWITCH	04 Labor Day Observance ** 14 Senior Advocacy Commission Meeting 16 duncanSWITCH
October 2017	November 2017	December 2017
03 National Night Out 12 Senior Advocacy Commission Meeting 21 duncanSWITCH	09 Senior Advocacy Commission Meeting 18 duncanSWITCH 23/24 Thanksgiving Observance **	01 Christmas Parade 14 Senior Advocacy Commission Meeting 16 duncanSWITCH 22/25 Christmas Observance **

\*\* Denotes Most City Offices Are Closed