MINUTES OF THE COALITION FOR SENIOR CITIZENS

155 N. Taylor Street, Fallon, NV 89406
October 28, 2024

Call to Order:

The regular meeting of the Coalition for Senior Citizens was called to order at 4:00 PM on October 28, 2024.

Roll Call:

PRESENT:	Member Justin Heath, Chair
	Member Karla Kent
	Member Dawn East
	Member Rinnie Barrenchea, Vice-Chair
	Deputy Clerk to the Board Pamela D. Moore
	Deputy Clerk Crystal Muschetto
ABSENT:	N/A

Public Comments:

Chair Heath asked if there was any public comment but there was none.

Verification of the Posting of the Agenda:

It was verified by Pamela D. Moore, Deputy Clerk of the Board, that the Agenda for this meeting was posted on the 21st day of October, 2024, between the hours of 8:00 and 11:00 AM at all of the locations listed on the Agenda, in accordance with NRS 241.

Consideration and possible action re: Approval of Agenda as submitted or revised:

Member Karla Kent made a motion to approve the Agenda as submitted. Member Rinnie Barrenchea seconded the motion, which carried by unanimous vote.

Consideration and possible action re: Approval of Minutes of the meeting held on:

A- July 22, 2024.
The Minutes of the meeting held on July 22, 2024 are presented for the board's consideration and approval.
FISCAL IMPACT: N/A
EXPLANATION OF IMPACT: N/A
FUNDING SOURCE: N/A
ACTION REQUESTED: Accept

Member Rinnie Barrenchea made a motion to approve the Minutes of the meeting held on July 22, 2024. Member Dawn East seconded the motion, which carried by unanimous vote.

Appointments:

A- Consideration and possible action re: Discussion and approval of ideas to assist senior citizens, including the success of the raffle baskets.
Board members will provide information and ideas for ways to assist senior citizens and may approve the implementation of ideas. The board will also discuss the success of the raffle baskets that were implemented.
FISCAL IMPACT: N/A
EXPLANATION OF IMPACT: N/A
FUNDING SOURCE: N/A
ACTION REQUESTED: Accept

The board will bring ideas to the next meeting since the baskets did not seem to be well-received and there was a problem with items expiring in the baskets. It also did not seem to bring in new people.

B- Consideration and possible action re: Approval of the form for the William N. Pennington Life Center to make requests for items that are needed from the Coalition for Senior Citizens.
The board will consider the form for the William N. Pennington Life Center to make requests for items that are needed from the Coalition for Senior Citizens. The board may make any changes, additions, or deletions as deemed appropriate.
FISCAL IMPACT: N/A
EXPLANATION OF IMPACT: N/A
FUNDING SOURCE: N/A
ACTION REQUESTED: Accept

Member Rinnie Barrenchea made a motion to approve the form for the Life Center to request items from the Coalition that are needed by the Life Center. Member Karla Kent seconded the motion, which carried by unanimous vote.

C- Consideration and possible action re: Purchasing of tables for the William N. Pennington Life Center.
The Life Center has indicated a need to replace some tables at the center. Member Kent and Jill Manha researched tables and provide the details and costs for the tables for the board to consider purchasing five tables to replace those that were broken, at a cost of $2,054.45.
FISCAL IMPACT: $2,054.45.
EXPLANATION OF IMPACT: The cost to purchase each table is $410.89 with shipping, for a totalof $2,054.45 for five tables.
FUNDING SOURCE: General Fund.
ACTION REQUESTED: Accept

Member Kent said the Life Center staff provided a picture of the tables that they would like to purchase and they need five of them. In the Coalition's checking account, there is $5,000 and then we have $2,500 in the Money Market Account, as well as all of the money that we put into a CD. In an Agenda item later in the meeting, we will discuss that the IRS wants to charge us for

$10,000. To take money out of the CD when it is not in a grace period, which is in January for ours, they subtract all of the interest you earned. She was going to see if we could get that $10,000 waived. Deputy Clerk Moore said if the board wants to wait until January to withdraw funds during the grace period, it is still within the Life Center's fiscal year, so they can wait since it will be within the same fiscal year. The matter was tabled until the other Agenda item was discussed.

After the other Agenda items were discussed, the board resumed discussion and action on this item.

Member Dawn East made a motion to withdraw $2,054.45 from the CD to purchase five tables for the William N. Pennington Life Center in January 2025. Member Rinnie Barrenchea seconded the motion, which carried by unanimous vote.

D- Consideration and possible action re: Appointment of two new board members to serve on the Coalition for Senior Citizens Board of Directors, with one term becoming effective immediately and the other to become effective on January 1, 2025 upon the expiration of Member Justin Heath's term.

The Bylaws for the Coalition for Senior Citizens provide for a total of five (5) board members. The board has been short one board member for quite some time. Jay Turley and Kristie Turley have declined the opportunity to serve on the board. Members can bring nominations to the floor for consideration and possible action.
FISCAL IMPACT: N/A
EXPLANATION OF IMPACT: N/A
FUNDING SOURCE: N/A
ACTION REQUESTED: Accept

Member Barrenchea said she talked to the two people she had recommended but they have declined because they have trips planned and would not be available for these meetings. The board agreed to be thinking about members for the Coalition. Deputy Clerk Moore will create a legal notice and a flyer to post at the Life Center and will ask Anne McMillin to share it on social media.

Member Rinnie Barrenchea made a motion to publish a legal notice seeking members in the newspaper. Member Karla Kent seconded the motion, which carried by unanimous vote.

E- Consideration and possible action re: Discussion and decision to move $25,000 from the CD to the checking account for the purpose of making the payment for the Meals on Wheels trucks that were approved for purchase.

The board voted to pay the sum of $24,246.95 to help the county with the purchase of two Meals on Wheels trucks with hot/cold boxes. The board will consider withdrawing $25,000 from the CD to go into the checking account to make that payment.
FISCAL IMPACT: $25,000.00.
EXPLANATION OF IMPACT: Withdrawing the $25,000 from the CD and depositing it into

the checking account will allow the Coalition to have the funds to make the payment of $24,246.95 for the Meals on Wheels trucks that the Coalition voted to help assist to purchase at the meeting held on July 22, 2024.
FUNDING SOURCE: CD.
ACTION REQUESTED: Accept

Member Barrenchea asked when the CD matures and was told it is on January 16th. Right now, it would cost $1,007 but they thought we wanted to take it all out but I told them only $10,000 because I forgot about the Meals on Wheels trucks. I was told that, if we are just taking a portion of it out, then she would try to get the penalty waived. Member Barrenchea said it should just be a penalty on the amount you are taking out, not the whole thing. Member Heath said just let them know we are buying a Meals on Wheels truck. Mr. McDougall asked it was at 5% and was told it is a 5% for six months. Mr. McDougall said you can get a high-yield savings. Member Barrenchea said but we are not putting our money with different entities. We are using one institution only.

Member Rinnie Barrenchea made a motion to withdraw $25,000 from the CD in January 2025 and to deposit it into the checking account to make the payment for the Meals on Wheels trucks that were approved for purchase. Member Karla Kent seconded the motion, which carried by unanimous vote.

F- Consideration and possible action re: Presentation of the Financial Reports for the period ending September 30, 2024.
Professional Computer Bookkeeping Services, Rhonda Major, has been doing the bookkeeping for the Coalition for Senior Citizens and has prepared the financial reports for the period ending September 30, 2024 for the board's consideration and approval.
FISCAL IMPACT: N/A
EXPLANATION OF IMPACT: N/A
FUNDING SOURCE: N/A
ACTION REQUESTED: Accept

Member Karla Kent provided the financial reports for the period ending September 30, 2024 for the board's consideration and approval. She reported that there was income from the donations we received of $2,543.51, interest on our CD of $4,147.73, miscellaneous income of $72.72, and the vending machine deposits of $1,030.70. Expenses included a $600 payment to the IRS to reinstate us as a nonprofit organization, accounting fees of $435.00, outside contract services to Cuppie Cakes for $1,248.00, D&O Liability of $733, postage for the P.O. Box is $200, vending machine purchases of $584.19, which left us with a loss of $4,474.25.

Member Kent said, if we look at the balance sheet, it shows our balance in the checking/savings account is $5,028.76, our money market is $2,520.13, and our CD is $164,127.60. Our liability is for the Walmart credit card of $38.92. She asked if there were any questions.

Mr. McDougall asked if there was any money in there for grant writing. How does that get handled? Member Kent said we do not have any grant writers. Member Barrenchea said the county writes for grants for the Life Center. Mr. McDougall said it seems that grants should be the heart and soul of the Coalition and we should try to keep the grants flowing. Member East said it does, just not through the Coalition, as it goes to the county. Member Health said it depends on whether a grant can go to a governmental agency or not. Member Kent said we should try to get grants. Member Health said Shannon with Social Services would let us know if there available grants for the Coalition. Mr. McDougall said there are programs where employees will donate a portion of their wages to nonprofits if they do not have the time to volunteer themselves. Member Heath explained that we do receive money from the United Way and Southwest Gas employees. Deputy Clerk Moore said if we ever did need a grant writer, we could talk to Terri Schultz. She writes grants for The Fallon Theatre.

Member Dawn East made a motion to approve the financial reports for the period ending September 30, 2024. Member Rinnie Barrenchea seconded the motion, which carried by unanimous vote.

G- Consideration and possible action re: Invoice from the Internal Revenue Service, in the amount of $10,081.16, for the tax period June 30, 2019.

An invoice in the amount of $10,081.16 was received from the Internal Revenue Service for the tax period of June 30, 2019. Treasurer Karla Kent will reach out to the CPA to discuss this and will report to the board at the meeting.
FISCAL IMPACT: $10,081.16.
EXPLANATION OF IMPACT: As outlined.
FUNDING SOURCE: General Fund.
ACTION REQUESTED:

Member Heath asked if there was a time limit. Member Kent said our CPA said we received a $10,081.16 in penalties and interest from the IRS. Our CPA, who is doing the books, said that it is from 2019 when Lowell Black was doing the books and then he made a mistake because you can only file the taxes electronically but he filed a paper copy. He was also trying to change our fiscal year end from September to June. The IRS got all mixed up and disapproved everything. It has taken Silva, Sceirine & Associates a long time to get this all resolved. He said that this $10,081.16 is due by November 7th. He thinks we could fight it and get it abated. He has to call a nonprofit line but, when he has called, it says they are too busy to take the call. He is unable to get through on that line. I asked if it would be better if we did not pay it and then he could try go get them to waive the penalties and interest but he said it would be better if we did pay it and then he would seek to have the money refunded. Member East said is there was any sort of extension we could file for online? Member Kent said maybe I could write a letter. Member Barrenchea said I think we should pay it and dispute it. Member Kent said he is going to continue to dispute it. Member Heath said do we have the money to pay it now? Member Barrenchea said we could take it out of the CD but we will get a penalty. Member Kent said if we took out the $10,018.16 now the bank thinks she could get them to waive the interest penalty and then all we would have is the fee. We could do that now if we felt we should pay this invoice now before November 7th. Member Barrenchea said I think we should pay it so that the interest and penalties don't keep accruing. However, the board agreed that this needs to be paid now, with the accountant trying to get the penalties and interest waived.

Member Rinnie Barrenchea made a motion to remove the sum of $10,081.16 from the CD now to pay this invoice to avoid further penalties and interest. Member Dawn East seconded the motion, which carried by unanimous vote.

Staff or Board comments regarding matters affecting the Coalition for Senior Citizens:

Mr. McDougall asked questions about the structure and role of the Coalition for Senior Citizens and the county employees, which were explained to him. Mr. McDougall asked what the insurance for $700 was for. Member Health said that is liability insurance for the board members. Member Kent said I am glad you brought that up. She said there was an insurance, although she doesn't know if we should do it or not, but it is for dishonest acts, such as embezzlement. It is $181 annually. It was agreed that we did not need this as it wouldn't provide enough protection should something happen. Member Heath said I believe the board is covered under POOL/PACT but you would have to find out. Mr. McDougall said does that include background checks on board members? Member Heath said you do not background check board members but employees at the Life Center go through a background check. There was more discussion about doing fundraisers or exploring grants to increase funding. Member Kent said one of the grants we talked about were getting more entities who are not going to the Life Center to assist seniors to come in and provide services. We have never made that step to promote it to the seniors in the community, not just those who are going to the center. Mr. McDougall said wasn't there a grant for gardening and was told they did receive a grant but the seniors were not interested in the gardening in the heat, so it is no longer there.

Consider Future Agenda Items:

Future Agenda items will include the discussion of ideas to assist seniors, nomination and acceptance of new board members, election of officers, and the financial reports.

Establishment of Next Meeting Date:

The next meeting was scheduled for January 27, 2025 at 4:00 PM.

Public Comment:

Chair Heath asked if there was any public comment but there was none.

Adjournment:

The meeting was adjourned at 4:35 PM.

Approved: ______________________________

Justin Heath, Chair

Approved: ______________________
Karla Kent, Treasurer

Approved: ______________________
Rinnie Barrenchea, Member

Approved: ______________________
Dawn East, Member

ATTEST:
Linda Rothery, Clerk/Treasurer

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Pamela D. Moore, Deputy Clerk of the Board