



**Senior Citizens Advisory Board
Minutes
Regular Meeting, Tuesday, June 14, 2022**

I. Call to Order

Chair Wayne Schurter called the Board Meeting to order at 2:05 pm

II. Roll Call

Board Members in Attendance

Chair Wayne Schurter
Vice Chair Diane Eure
Ron Page
Alan Atchison
David Ross
Jill Mace

Board Members Absent

Lezlee Harris Aery

Staff in Attendance:

Staff Liaison Nick Riali

III. 30 Minute Citizen Comment Period

None

IV. MINUTES

1. A motion was made by Ron Page, seconded by Diane Eure to approve the minutes from the March 8, 2022 meeting minutes. The motion carried by the following vote:

For: 6 – Chair Wayne Schurter, Vice Chair Diane Eure, Board
Member Ron Page, Board Member Alan Atchison, Board Member David
Ross, Board Member Jill Mace
Against: 0

V. Presentations

2. Receive a Presentation from Staff Liaison Nick Riali on the Senior Resource Directory and senior information on the City's website.

- Staff Liaison Nick Riali showed the progress on the Senior Resource Directory on the City's website, by projecting the website onto screen for the members to see. He explained that he received listing information from Chairman Wayne Schurter that Wayne wanted in the directory. He explained that the information needed to be entered into an Excel spread sheet, and saved as a text file, in order for it to be uploaded to the Resource Directory module on the City's website.
- He then showed the board how to access the Resource Directory from the home page of the City's Website, www.sanmarcostx.gov. He showed the board that in only 3 clicks from the homepage, a person can access the directory. From the homepage a person would click on Community, then Community Resources and under the word "Senior" it has the Senior Resource Directory listed as a clickable link to the directory.
- He let the board know that he entered the 30 listings into the Resource Directory that Wayne had sent to him and that these listings were the only entries he received from the members of the board. He showed the board how the listings were searchable by name, a keyword in the title or by category. All entries are tagged under the category "Senior" and listings can have more than one category like non-profit, government agency or volunteer.

- Board member Ron Page asked if the information in the directory was correct. Nick stated that he retrieved an email contact from most of the websites but did not actually send each listing an email. Ron also asked about the phone numbers and addresses, and Wayne stated that the information he sent to Nick was current and correct and that a previous board member, his wife, Marianne Reese, put together the listing information.
- Wayne asked if permission was needed to add listings to the directory. Nick stated that as long as a listing follows the guidelines that he sent all members, that showed what was allowed on the website, then permission to put that information on the site would not be needed. Ron asked who is responsible for to determine that a listing meets the criteria and Nick let him know that any board member sending him a listing needs to make sure it meets the guidelines that he sent everyone. He did say that periodically, a member would need go through each site to make sure every link works. Ron wanted to know if the board needed to set up a particular individual to send in information and Nick said that it would probably be best to have one person that he had to deal with. He also stated that he would recognize duplicates once he entered new listings, because he needs to check each listing to make sure it looks okay on the website after he enters the information because sometimes random characters show up in the listing when copy and pasting from different formats.
- Nick then explained the 16 fields that need filled for each entry. After those 16 fields are entered, then each listing can have their categories. There are 6 categories created at this time: Senior, Non-profit, Hearing, Volunteer, Services for Seniors and Government. The board then discussed what listings they would like to see on the board, just information on non-profits or also add information about for-profit entities. Nick then went through all of the listings in the directory.

Action Items

- None

VI. Discussion Items

4. Discuss Local Resource Guide for Seniors on the City's Website
 - Discussed under the presentation about the Senior Resource Directory.
5. Discuss Senior Citizen Expo
 - It will take place on October 27, 2022.
 - Nick let the board know registration for vendors was open, but only for those that also wanted to sponsor the event. For the period from June 10 to June 20, 2022 the only those organizations wanting to be a vendor and a Gold or Silver sponsor could register. After June 21, those that just want to be a vendor will be allowed to register for the Expo. He stated that he was soliciting vendors just through email, and not through regular mail. He let the board know a little about the Expo and that he would need their help on the day of the event.
6. Discuss Outstanding Senior Citizen Award 2021
 - The 2021 Outstanding Senior Citizen Award reception for Jeannie Lewis is scheduled to take place on Thursday, September 22, 2022, from 2:00-3:30 PM at the San Marcos Activity Center. The reception will have cupcakes and something to drink. All nominees would be invited.

VII. Future Agenda Items

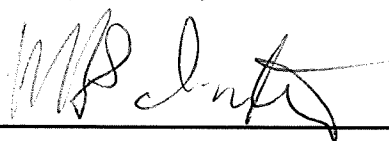
- Resource Guide vote
- Senior Expo
- Senior Volunteer Award

VIII. Question and Answers from the Press and Public

- None

IX. Adjournment

3:00 pm by Chair Wayne Schurter



Senior Citizen Advisory Board Chair



Staff Liaison