

**Minutes of the Board of Trustees Meeting via Zoom  
Yellow Springs Senior Center  
May 26, 2021**

**Attendance:** Susan Alberter, Anna Bellisari, Diane Chiddister, Ken Dahms, Ruth Lapp, Macy Reynolds, Karen McKee, Linda Scutt, Guests Wayne Gulden and Caroline Mullin, and Executive Director Karen Wolford. Ruth Lapp and Cathy Hill were absent.

**Call to Order:** President Macy Reynolds called the meeting to order at 5:00.

**Approval of Minutes:** Minutes of April 28 meeting were approved.

**President's Report:** Macy reported on the Flash Mob and Proclamation of Karen Wolford Day by Mayor Pam Conine held earlier today. Karen thanked the members for the gift certificate presented to her. Macy also suggested that the new board led by Ken Dahms begin to meet in person and to consider reviving the Membership Committee as an advisory group to the board.

**Executive Director Report:** In addition to her written report, Karen announced that the issue of excessive state tax was resolved. She also explained the establishment of the Livable, Equitable, Age-Friendly Yellow Springs program funded by the Dayton Foundation. Toni Dosik was assigned to head the program in Yellow Springs. She will have office space in the Senior Center and will be paid by the DF. To start with, the program will conduct surveys regarding needs by citizens of the village and examine issues related to infrastructure. Karen emphasized that "age-friendly" refers not only to senior citizens, but to villagers of all ages. The Yellow Springs program is expected to serve as a model for similar programs in other communities.

**Standing Committee Report:**

*Fundraising:* Diane reported that 9 volunteers agreed to host the Garden Dinner Party fundraiser on August 7. Invitations will be sent in June; reservations will be accepted in July.

*Budget & Finance:*

**Motion: To authorize Caroline Mullin, Kenneth Dahms, and Wayne Gulden, with Macy Reynolds continuing, to sign checks and have access to our safe deposit box (Chiddister/Bellisari) was approved.**

**Ad hoc Committee Report:** In Cathy Hill's absence, Karen McKee reported that the Matthews plaque will be unveiled in a Zoom ceremony on June 24 right after the annual meeting. The half-hour program will include a presentation, a mayoral proclamation, and the presence of Matthews family members. The ceremony will be filmed and shown on public TV. An exhibit of Yellow Springs Senior Citizen history will be installed at the Yellow Springs library as well.

**Motion to move to executive session (Dahms/Gulden) approved.** The session was attended by Macy Reynolds, Diane Chiddister, Ken Dahms, Karen McKee, Linda Scutt, Susan Alberter, Wayne Gulden, and Anna Bellisari. **Motion to return to regular meeting (Alberter/Dahms) approved.**

**Motion to adopt the Resolution of Concern regarding Teresa Bondurant's payment for extra work (Dahms/Bellisari) was approved.** Meeting was adjourned at 6:37.

Anna Bellisari, Secretary

**Annual Membership Meeting: June 24, 5:00 p.m. via Zoom**

## **Board Resolution - 5/22**

Whereas, on or about April 20, 2021, the Board of Trustees of the Yellow Springs Senior Center (the "Board") received a letter (copy attached) from Teresa M. Bondurant to Karen Wolford, Executive Director of the Yellow Springs Senior Center ("Wolford"); and

Whereas, the letter outlined Bondurant's concerns and frustrations regarding a lack of a salary increase following her acceptance in June 2020, of additional job responsibilities associated with the position of Adult Support Service Manager; and

Whereas, in the letter Bondurant requested an amicable resolution of the matter and asked that "a swift and fair consideration and compensation be made on my behalf"; and

Whereas, this matter first came to the attention of the Board in late August 2020, when members of the public personally complained to each Board member regarding Ms. Bondurant's situation and urged the Board to resolve the matter; and

Whereas, on September 14, 2020, and again on September 22, 2020, Board President Macy Reynolds and Board Secretary Anna Bellisari met with Wolford regarding the issue; and

Whereas, in December 2020, the Board also conveyed to Wolford its serious concerns regarding the issues surrounding Ms. Bondurant's promotion and directed Wolford to meet with Bondurant with the goal of reaching a mutually agreeable resolution of Bondurant's concerns; and

Whereas, as evidenced by Bondurant's April 20, 2021, letter, Bondurant felt that such a mutually agreeable resolution has yet to be reached; and

Whereas, based upon the above considerations, the Board determined that it should attempt to resolve this ongoing issue; and

Whereas, after extensive investigation and discussion of this matter, the Board has concluded that since approximately June 1, 2020, Teresa Bondurant has been occupying the dual roles of Homemaker Manager and Adult Support Service Manager without any additional compensation and that she claims in her April 20, 2021, letter that, "These additional responsibilities have added more than 40% more to my work load during the last two quarters."

Now Therefore It is Hereby Resolved by the Board of Trustees of the Yellow Springs Senior Center That:

1. The Board hereby agrees to pay the sum of \$13,000 to Teresa M. Bondurant to completely resolve the concerns stated in Bondurant's letter of April 20, 2021; and
2. The payment shall cover the period from June 1, 2020, to June 1, 2021; and
3. Acceptance of the payment by Bondurant shall relieve the Board, the Senior Center, and their employees and agents of any and all claims that Bondurant may have during this period; and
4. The payment shall be in two equal installments of \$6500 each – the first installment payable immediately and the second installment payable on January 1, 2022.

### **Three-Month Goals and Objectives for the Executive Director (Draft 5/23)**

- Become familiar with senior center programs through interviews and interactions with staff, Center members and Board members;
- Evaluate the current climate at the center and develop a plan to address staff concerns;
- Protect the health and safety of staff and senior center members and visitors by establishing appropriate COVID outreach and by working with the “new normal” such as social distancing etc.;
- Engage with county and government stakeholders as well as other non-profit leaders;
- Develop a thorough information gathering process/plan to survey the community about the direction the Center should be moving;
- Work with the bookkeeper to understand the financial duties and obligations of the center;
- Review current policies, procedures, personnel standards, external agreements, etc. and provide recommendations to the Board about suggested changes;
- Review the Table of Organization and make recommendations for any changes with particular attention paid to the previously combined Support Services Manager and Homemaker Services Manager positions;
- Begin to address the personnel issues related to the combined Homemaker Manager and Support Services Manager situation as conveyed by the Board;
- Review and assure implementation of the Strategic Plan;
- Identify any challenges that need the attention of the Board; and
- Report to the Board at least monthly on progress in meeting the above goals and objectives.