



**Senior Citizens Advisory Board
Minutes
Regular Meeting, Tuesday, March 8, 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

Diane Eure

Ron Page

Alan Atchison

David Ross

Jill Mace

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 December 14, 2021 meeting minutes. The motion carried by the following vote:

For:	7 –	Chair Wayne Schurter, Board Member Diane Eure, Board Member Ron Page, Board Member Alan Atchison, Board Member David Ross, Board Member Jill Mace, Board Member Lezlee Harris Aery
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Against:	0	
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V. Presentations

2. Board reviewed Bylaws and Code of Ethics for new board members Jill Mace and Lezlee Harris Aery.

- New members, Jill Mace and Lezlee Harris Aery briefly introduced themselves. Each Board Member and Staff Liaison, Nick Riali, briefly introduced themselves to the new members.
- New board members are Jill Mace and Lezlee Harris Aery and Chair Wayne Schurter, who was appointed to his second term, had to decide who would serve a 2-year term per instructions from the City Clerk. Lezlee Harris Aery volunteered to serve the 2-year term.

VI. Action Items

3. A motion was made by Diane Eure, seconded by Ron Page, to nominate Wayne Schurter as the Chair of the Senior Citizens Advisory Board. The motion carried by the following vote:

For:	6 –	Board Member Diane Eure, Board Member Ron Page, Board Member Alan Atchison, Board Member David Ross, Board Member Jill Mace, Board Member Lezlee Harris Aery
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Against:	0	
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Abstained	1	Chair- Wayne Schurter
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A motion was made by Ron Page, seconded by David Ross, to nominate Diane Eure as the Vice- Chair of the Senior Citizens Advisory Board. The motion carried by the following vote:

For:	6 –	Chair Wayne Schurter, Board Member Ron Page, Board Member Alan Atchison, Board Member David Ross, Board Member Jill Mace, Board Member Lezlee Harris Aery
Against:	0	
Abstained	1	Board Member Diane Eure

4. A motion was made by Ron Page, seconded by Diane Eure, to adopt the City Council amended/approved Standard Board and Commission Bylaws. The motion carried by the following vote:

For:	7 –	Chair Wayne Schurter, Board Member Diane Eure, Board Member Ron Page, Board Member Alan Atchison, Board Member David Ross, Board Member Jill Mace, Board Member Lezlee Harris Aery
Against:	0	

VII. Discussion Items

5. The Board Discussed Senior Citizen Advisory Board Mission and Goals Statement and Senior Citizen Advisory Board Ordinance for new members.

- Diane noticed that the term for the Senior Board is 2 years and not 3 in the ordinance. Staff Liaison, Nick Riali explained that City Council changed terms for all Boards and Commissions to 3-year terms and would probably not change every individual ordinance.

6. The Board Discussed the 2021 Outstanding Senior Citizen Volunteer Award winner Jeannie Lewis.

- Chair Wayne Schurter let the board know that the last time he talked to Jeannie, she wanted to have the Outstanding Senior Citizen Volunteer Award Reception sometime in the Spring. The Award Reception was not held in 2021 due to Covid19. Vice-Chair asked if we knew if Jeannie was ready to have the Award since the next meeting would be in June. Chair Wayne Schurter agreed that he would call Jeannie to see if she was ready for a reception.

7. The Board Discussed the Local Resource Guide for Seniors on the City's Website. Staff Liaison, Nick Riali projected a computer image of the City's Website, onto a screen, so all the members would be able to see the City's Website as it was being discussed.

- Chair Wayne Schurter explained that people new to the city have a difficult time finding information on the City's Website, especially related to Seniors. He instructed Nick to show the board, that from the City's homepage, a person must go to Community, and then a Community Resources page and scroll down to listing for Seniors heading, which had only 2 listings under it, the Area Agency on Aging, and the San Marcos Senior Center. This page was created by the City of San Marcos Public Library. He would like to make sure there were more listings for Seniors on this page, or at least a link to more information.
- He also explained how he was unable to meet with the City's new Communication Director.
- Staff Liaison Nick Riali explained to the new members that previous boards wanted to create a Local Resource Guide. He explained that in 2017, a mailout was sent, soliciting vendors for the 2018 Senior Expo. In this mailout, there was a sheet asking if the businesses/organization would like to be included in a Local Resource Guide. They were asked to provide some basic information about themselves that would be included in the guide. A Local Senior Resource Guide was created in 2018 but was only available as a PDF on the City's website. He also explained that it was updated in 2020 to include all vendors from the 2020 Senior Expo and other business that sponsored senior recreation events. This updated version was also only available as a PDF on the City's Website. He showed the board the PDF of the guide that is on the website. A PDF that is not searchable is not very helpful and not everyone can access a PDF. He said that the goal of the board was to have the information on the PDF be more accessible on the website.
- Board Member Lezlee Harris Aery stated that she had a friend that works on websites and would possibly help us out to have the information on the City's Website. Nick explained that the information would need to be entered by a City employee that was part of the Web Design team, He stated that he was a member of the team, responsible for numerous pages, but would not have

the time, to create pages for each listing in the PDF guide, because his responsibilities are to provide recreation programs for seniors.

- He let the board know that the Communication's Department expected him to be responsible for any entries on to the City's website. He then showed the board what it takes to update the City's webpage. He also showed the board the document that he received from the Communication's Department that showed the policy of what was allowed on the City's website. He let the board know that any information for Resource Guide pages, would be added to pages under the Parks and Recreation Active Older Adult page.
- Vice Chair Diane Eure suggested to have a limited amount of information for each entry of the guide: name, phone number and link for each entry in each category.
- Board Member Lezlee Harris Aery asked if we really expected people her mother's age to get on the City's website to find information or is it going to be adults related to seniors to search for information. She questioned whether or not people would go to the City site for information.
- Staff Liaison Nick Riali explained that he had just received information from the Communication Department over the last 24 hours, regarding the placement of resource information on the website. He stated that the board would be able to provide information for the website, but the Communication Department would not be entering the information, he would have to do it. He then showed the board a plug in, that is part of the website, called a Resource Directory. The directory only had 3 entries that had been entered into this directory, to show as an example. This directory could have various categories and information from numerous departments, not just seniors, and it would be searchable.
- The board discussed what types of businesses and organizations should be included in the Resource Directory.
- Staff Liaison Nick Riali showed the board how Buda set up their resource guide on their website. He stated that although it may look better than the directory, it would take a lot more work to create a webpage for each category and entry for a guide like this.

VIII. Future Agenda Items

- Resource Guide
- Senior Expo

IX. Question and Answers from the Press and Public

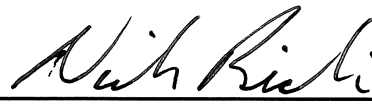
- None

X. Adjournment

4:02 pm by Chair Wayne Schurter



Senior Citizen Advisory Board Chair



Staff Liaison