



TOWN OF DAVIE

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SENIOR CITIZENS ADVISORY COMMITTEE MEETING MINUTES February 26, 2019

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited and a moment of silence was observed in honor of our armed forces.

2. ROLL CALL

The meeting was called to order at 1:06 p.m. at the Multipurpose Facility. Those present were Chair Rose Marie Simms, Yvonne Siegrist, Kathy Melia, Dorothy Millais, Silva Alter, Josette McDonnell, Micki O'Connor, and Amy Richel. Vice Chair Marcia Goss and Janet Nilsen were absent. Also present was Jeff Pohlman, Director of Parks, Recreation and Cultural Arts, Chad Pezoldt, Assistant Director of Parks, Recreation and Cultural Arts, Kevin Favata, Crew Leader and Hilda Testa, Recreation Leader, recording the minutes.

3. APPROVAL OF MINUTES

A. January 8, 2019

A Motion was made by Micki O'Connor and seconded by Josette McDonnell to approve the January 8, 2019 meeting minutes with corrections. In a voice vote, the motion passed unanimously.

B. January 30, 2019

A Motion was made by Micki O'Connor and seconded by Dorothy Millais to approve the January 30, 2019 meeting minutes with corrections. In a voice vote, the motion passed unanimously.

C. February 12, 2019

A Motion was made by Micki O'Connor and seconded by Silva Alter to approve the February 12, 2019 meeting minutes with corrections. In a voice vote, the motion passed unanimously.

4. FASHION SHOW PLANNING SESSION

A. Town Guidelines for Purchasing

Mr. Pohlman explained that purchases for the event should be made on the Town credit card, with the assistance of Mr. Favata or Ms. Testa. Chair Simms asked the Committee members to contact the Town when purchases are needed. Mr. Pohlman clarified that cash collected from ticket sales may not be used to purchase supplies or items for the fashion show. The Committee decided they should give the money and the list of the purchasers to Yvonne Siegrist, treasurer for the event. Ms. Siegrist then can submit the money to the Town staff and given a receipt.

B. Tables

Chair Simms handed out a schematic of the seating arrangement for the event. The Committee agreed to put nine chairs at each of the ten tables. Additional tables may be needed for the models and dignitaries. Ms. McDonnell is responsible for the table cloths and the center pieces. Chair Simms reminded Ms. McDonnell to use the items already

purchased for the tables, including napkins, plates, cups, dishes and cutlery. Ms. McDonnell also stated she is responsible for ordering the food for the event. Desserts and coffee will be provided by Chair Simms.

C. Models

Seven models are currently confirmed and consists of Town employees, including Mr. Pohlman and Mr. Pezoldt. Ms. Richel stated the Mayor would like to see more models. Ms. Richel explained she now has nine prospective models. Chair Simms stated there is not seating to accommodate nine models, but arrangements will have to be made.

Also needed are chairs, mirrors and tables behind the stage for the models and a screen for the male models to change their clothes.

D. Shopping

Chair Simms listed the table supplies in our inventory as the following:

400 7.5 inch salad/dessert plates
125 10.25 inch dinner plates
320 forks
160 knives
160 spoons
300 cold cups
150 hot cups

Any additional items needed shall be purchased with SCAC funds. The budget for the centerpieces shall be \$10.00 to \$15.00. These may be donated by The Home Depot, Ms. McDonnell will follow up. Chair Simms stated she would shop for the miscellaneous items with Mr. Favata. Chair Simms daughter would donate some of the desserts and the rest will be purchased.

E. Raffles

Chair Simms felt the fashion show would not have the amount of baskets as last year's event. The raffle tickets will be sold at \$1.00 each or 6 tickets for \$5.00. Chair Simms presented a money wreath to be used to raise money for the raffle, discussion ensued about the wreath. Chair Simms agreed to make one for the raffle. The Committee agreed to have a 50/50 raffle. The list of vendors that had committed to providing a basket for the event includes Trader Joes, Aveda, Zabb Sushi, Char Hut, My Coffee, basket of jams, Zargon Jewelers and several others. Some of the gift certificates may be used as part of a basket put together by Chair Simms.

F. Entertainment

Chair Simms had secured a singer for the event. Her name is Mercedes and she is a senior at a local high school. The subject of compensation was discussed, and the Committee decided to present her with a \$25.00 gift certificate. Payment for the servers will be provided by the SCAC budget. Mr. Pohlman suggested an invoice from the restaurant can be submitted for payment for the 4 servers at \$50.00 each and \$25.00 for the kitchen help. Mr. Pohlman said he would follow up with this item.

Since the Old Davie School does not have an ice machine, Mr. Favata will bring 10 bags of ice the night prior to the event. Mr. Pohlman asked if the dignitaries have been invited; each Committee member should contact their council member and extend an invitation to the event. The Committee discussed the seating to ensure enough seats for the invitees.

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5. **PUBLIC COMMENTS OR SUGGESTIONS - None**

6. **DATE FOR NEXT MEETING – March 12, 2019**

7. **ITEMS FOR NEXT AGENDA**

8. **ADJOURNMENT**

With no further business to discuss, the meeting adjourned at 2:34pm.

Date Approved: 4-9-19
Minutes prepared by H. Testa, Recreation Leader, Town Of Davie

Rose Marie Simon