

Executive Director Report

Board Meeting

March 2023

1. The new Employee Assistance Program I mentioned last meeting was rolled out to employees last week. Managers had an orientation video to watch with their team as well as a management video.
2. Home Delivered Meal numbers are down ytd and I am working with LaQuinta & Kristina to see what we can do to increase these numbers by fiscal year end.
3. Working on 2023-2024 budget and preparing for county presentation May 8th. The auditors met with us in February and found everything to be solid. One comment I would like to share is that 88% of our income goes to programs and that is excellent according to the auditor. I want to thank Kristina for an outstanding job.
4. On March 22nd DSI will be celebrating National Senior Nutrition Programs 50th Anniversary with a celebration held at Davis Bailey Park in St. George from 10 am-12 m. Seniors from Summerville will be riding up on a bus to attend and seniors will be receiving a deli meal from Senior Catering that day.
5. On March 23rd we will taking seniors to the MUSC Senior Expo being held at the Charleston Convention Center.
6. SC Thrive is offering free tax prep at both centers this month.
7. We have struggled to get fitness instructors to SG but wanted to share that SG has found a virtual instructor that the seniors like and the members have enjoyed participating in her class.
8. We received 40 volunteers from the county tax write off program – high number this year which is great and some for SG
9. We have sold a Nissan XL Passenger van that was collecting pollen – it was meant to serve as a crossover between a bus and van when needed but the drivers did not like it. We also purchased a new Pacifica to replace a vehicle that was totaled in an accident.
10. Working on the Employee Handbook with the team and hope to have a draft ready for the board at the May board meeting.

AMT

11. We produced a list of items for sale that we no longer need in our kitchen Senior Catering first and they passed. Kristina will be working on selling these items for DSI.
12. We are looking into having the county provide regular maintenance on our vehicles at their fleet shop. Kristina is working with Daniel Prentice to see what we can come up with and we are hoping to get this service at or close to cost.
13. Staff will be attending the SC Activities Coordinator Conference later this month and attending Portion Control training being offered by Senior Catering.
14. With regards to the issue of helping a senior in need of CPR, we have clarified our guidelines with staff so they understand the Good Samaritan law, etc. LaQuinta is also looking into CPR training for employees that would be interested.
15. Volunteer appreciation is in April. St. George is going to do a Sip and Paint that was very popular last-year and Summerville is going to do a catered meal.
16. Strategic Plan Update
 - a. New marketing person is starting Monday
 - b. I have been asked to speak at Trinity Methodist Church, LaQuinta attended a TriCounty Chamber Learning Event, Cynthia attended an event at Southern Palms to share about DSI.
 - c. Working on leases for both centers with both the towns of Summerville and St. George and Dorchester County. Presented to Town of Summerville Town Council in February requesting they match the extension of 20 years the county has granted us.
 - d. Looking into getting street signs that say senior center this way for both centers. Start this process through the DOT.
17. Openings
 - a. Receptionist in Summerville