



Life's Just Better Here

**City of Wilton Manors
Community Affairs Advisory Board
Meeting Minutes
WEDNESDAY, April 3, 2019**

- **CALL TO ORDER:** CAAB Chairperson Bryan Wilson called the April 3, 2019 meeting of the Community Affairs Advisory Board to order at 7:05 p.m. in the City Commission Chambers.
- **PLEDGE OF ALLEGIANCE:** Bryan invited guest Bryon Bowlby (with SoFIA) to lead the Pledge of Allegiance.
- **ROLL CALL:** City Liaison/Secretary Johnnie Goodnight took roll call: Bryan Wilson, Ciatta Thompson, Tracy Stafford, Van Gosselin, Bill Desautels and Barbara Clabaugh were present. Robert Hadley was absent at roll call but arrived shortly thereafter.
- **ADDITIONS/CHANGES/DELETIONS TO AGENDA:** Agenda was approved with no changes.
- **PRESENTATIONS/SPONSORSHIP REQUESTS:**
Bryon Bowlby, SoFIA Volunteer Coordinator gave a presentation of the services offered by local non-profit South Florida Institute on Aging. SoFIA currently rents office space at the Pride Center at Equality Park. There are 4 branches of SoFIA, senior companionship with a senior caregiver relief program, foster grandparents, vets helping vets, and senior tech services (providing technology assistance). Bill asked how CAAB could best help SoFIA; Bryon replied by promoting SoFIA's services – to let the residents know that SoFIA provides these services.
Bryan Wilson raised the possibility of a Town Crier “want ad” to ask for SoFIA volunteers; Bill raised the possibility of the Town Crier having a CAAB article in each issue – or a focus on different non-profits; Johnnie will investigate. Bryan raised the possibility of CAAB partnering with SoFIA to conduct a volunteer drive. Bryan also noted that SoFIA is not in the current version of CAAB's Senior Resource Guide and that it may be time to update this document; Johnnie agreed and noted that this could be part of the Age-Friendly action plan. Tracy commented on the need for improved distribution – possibly mailing the guide to all residences – similar to the Town Crier. Barbara noted that it might be good to include the Senior Resource Guide in new residents' communication/material.
- **PUBLIC COMMENTS:**
None.
- **APPROVAL OF MINUTES FROM THE MEETINGS OF March 6, 2019:**
Bill motioned to approve the 3/6/19 meeting minutes, seconded by Robert, the minutes were approved unanimously.
- **UPDATE FROM CITY LIAISON:**
 - a.) CAAB Financial Statement – the current Financial Statement was provided.
 - b.) Johnnie reported that the May/June Town Crier WILL have the Age-Friendly Survey in the center; also, the Survey Monkey version is up and running and it was confirmed that the hardcopy responses can be input into the Survey Monkey program for result analysis.
 - c.) The City's P/R firm provided a quote of \$425 to translate the Age-Friendly Survey into Creole and Spanish.
- **UPDATE FROM CHAIR:**
Bryan thanked everyone for their efforts.
- **UNFINISHED BUSINESS:**
 - a.) AARP/WHO Age-Friendly Communities Network Action Plan-Survey Launch-no additional discussion at this time.
 - b.) Skip Stadnik Community Spirit Awards for 2018 volunteerism – the individual (Paul Kuta, Claudia Castillo, Constance Ruppender, Meghan Pearson, Ben Little and Sal Torre) and business (Bona Restaurant, Poverello, WAWM, RE/MAX, and Claudia Castillo Art Studio) nominees were discussed. Van asked if there is a cumulative list of all

prior year nominees – Johnnie replied that there is not, but that he could create such a listing. Discussion narrowed down the individual nominees to 2 finalists – Paul Kuta and Meghan Pearson. Van motioned that Paul Kuta be selected as the singular volunteer of the year, seconded by Tracy, the motion failed on a 3 (yes-Tracy, Bill, Van) to 4 (no-Bryan, Ciatta, Robert, Barbara) vote. A possible “tie” was discussed, as suggested by Bryan, with Barbara suggesting current and lifetime honorees. Johnnie suggested the “Skip Stadnik Community Spirit Lifetime Achievement in Volunteerism” award that could be made periodically and not necessarily annually. Ciatta made the motion to name Meghan Pearson as volunteer of the year and Paul Kuta as the Lifetime Achievement in Volunteerism honoree, seconded by Tracy, the vote was unanimous. The business nominees were discussed, with Tracy suggesting a non-profit and for-profit honoree. Bryan made the motion that the categories of non-profit and for-profit businesses be established – seconded by Robert and carried unanimously. Votes were taken for non-profit organizations WAWM (received votes by Robert, Bryan and Barbara) and Poverello (received votes by Ciatta, Tracy, Bill and Van); and Poverello was selected as the non-profit business volunteer of the year. RE/MAX received the vote of all but Bill (who abstained from voting since he works for RE/MAX) and was selected as the for-profit business volunteer of the year. Barbara again raised the question of prior year nominees and Bryan asked that this be put on the next meeting agenda for discussion.

▪ **NEW BUSINESS:**

- a.) Translate Age-Friendly Survey to Creole and Spanish – motion was made, seconded and approved unanimously.
- b.) Senior Resource Guide – Brian asked if CAAB wants to approve the mailing of the brochure. Van noted that he would take surveys to the April 11th WAWM meeting – Bryan noted that this is on his calendar and he plans to attend as well. Bryan asked that each CAAB member take the Senior Resource Guide home and bring back suggested revisions to the next meeting – also to discuss distribution of the brochure to residents; Bryan asked if a quote could be obtained for the cost of mailing the brochure. Bill asked if Johnnie would confirm that the Town Crier can feature non-profits in the City.

▪ **COMMUNICATION TO COMMISSION:**

Bryan asked if a CAAB member can attend the next Commission meeting to announce a thank you for volunteer nominations and that the Age-Friendly Survey is now on Survey Monkey – Robert volunteered. Bryan also asked that it be announced that the decision was made to translate the survey into Creole and Spanish.

- **BOARD MEMBER REPORTS AND REQUEST FOR AGENDA ITEMS:** agenda items noted previously.

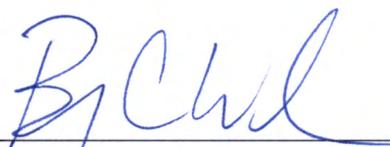
- **NEXT SCHEDULED MEETING DATE:** Wednesday, May 1, 2019.

▪ **ADJOURNMENT:**

Bryan adjourned the meeting at 8:57 p.m.

Submitted by: Johnnie Goodnight - CAAB - Staff Liaison/Secretary

Adopted 5/1/19:


Bryan Wilson, Chair

Attested to by:


Johnnie Goodnight, Staff Liaison/Secretary