

# CLAREMONT COMMITTEE ON AGING MEETING AGENDA

*"We are a vibrant, livable, and inclusive community dedicated to quality services, safety, financial strength, sustainability, preservation, and progress with equal representation for our community."*

---

Joslyn Center  
660 North Mountain Avenue  
Claremont, CA 91711



Wednesday  
November 13, 2019  
12:00 p.m.

## COMMITTEE MEMBERS

**BARBARA MOWBRAY**  
CHAIR

**ARLENE ANDREW**  
VICE CHAIR

**NANCY AMBROSE**

**LINDA CHAVEZ**

**PAT COYE**

**MONICA CROW**

**MIKE ESCHLEMAN**

**GERALD GOLDMAN**

**CHARLENE HAZELTON**

**ROBIN LEONHARD**

**LYNNE MARSENICH**

**LYNNE MATUTE**

**JOSE MONTENEGRO**

**ANENA O'BRIEN**

**WILLIAM REED**

**RAUL RODRIGUEZ**

**KAREN ROSENTHAL**

**NANCY BROWER (C&HS)**

**FLOY BIGGS (AN)**

**DON PATTISON (CSF)**

---

## **CALL TO ORDER**

## **ROLL CALL**

## **CEREMONIAL MATTERS, PRESENTATIONS, AND ANNOUNCEMENTS**

## **PUBLIC COMMENT**

The Committee on Aging has set aside this time for persons in the audience to comment on items that ARE NOT LISTED ON THIS AGENDA, but are within the jurisdiction of the Committee on Aging. Members of the audience will later have the opportunity to address the Committee on Aging regarding ALL OTHER ITEMS ON THE AGENDA at the time the Committee on Aging considers those items.

At this time, the Committee on Aging will take public comment for 30 minutes. Public Comment will resume later in the meeting if there are speakers who did not get an opportunity to speak because of the 30-minute time restriction.

The Brown Act prohibits the Committee on Aging from taking action on oral requests relating to items that are not on the agenda. The Committee on Aging may engage in a brief discussion, refer the matter to staff, and/or schedule requests for consideration at a subsequent meeting.

The City requests, but does not require, speakers to identify themselves. When you come up to speak, please state your name unless you wish to remain anonymous. Each speaker will be allowed four (4) continuous minutes.

## **CONSENT CALENDAR**

All matters listed on the consent calendar are considered to be routine. The Committee on Aging may act on these items by one motion following public comment. Only Committee Members may pull an item from the consent calendar for discussion.

Now is the time for those in the audience to provide public comment on the consent calendar. Each speaker will be allowed four (4) continuous minutes to comment on items on the consent calendar.

1. COMMITTEE ON AGING MEETING MINUTES FROM SEPTEMBER 11, 2019.

Recommendation: Approve and file.

2. CONSULTING NUTRITION SERVICES AND QUALITY ASSURANCE MONTHLY SUMMARIES FOR AUGUST AND SEPTEMBER, 2019.

Recommendation: Receive and file.

3. EXCURSIONS MINUTES FOR SEPTEMBER AND OCTOBER, 2019.

Recommendation: Receive and file.

4. CLAREMONT SENIOR FOUNDATION, INC., FRIENDS BUDGET TRACKING FY 2019-20.

Recommendation: Receive and file.

## **ADMINISTRATIVE ITEMS**

5. SILVER PLATTERS/CSF FRIENDS CAMPAIGN (ORAL REPORT)

Recommendation: Receive a report from staff on the upcoming 2019-20 campaign and the Silver Platters initiative.

6. AD HOC COMMITTEE UPDATE (ORAL REPORT)

Recommendation: Receive a report from the Membership Ad Hoc Committee.

7. CHAIR REPORT (ORAL REPORT)

Recommendation: Receive a report from the Committee on Aging Chair.

8. CITY COUNCIL REPORT (ORAL REPORT)

Recommendation: Receive a report from the City Council representative.

9. COMMUNITY AND HUMAN SERVICES COMMISSION REPORT (ORAL REPORT)

Recommendation: Receive a report from the Community and Human Services Commission representative.

10. HUMAN SERVICES DEPARTMENT REPORT (ORAL REPORT)

Recommendation: Receive a report from Human Services staff.

11. ROUNDTABLE REPORT (ORAL REPORT)

Recommendation: Receive a report from individual Committee Members.

CONTINUED PUBLIC COMMENT

This time is reserved for those persons who were unable to speak earlier in the agenda because of the 30-minute time restriction.

ADJOURNMENT

**THE NEXT MEETING OF THE COMMITTEE ON AGING WILL BE A SPECIAL MEETING ON JANUARY 15, 2020 AT 12:00 P.M. IN THE WEINBERGER WING AT THE JOSLYN CENTER, 660 NORTH MOUNTAIN AVENUE, CLAREMONT.**

I, JENNIFER HELÉ, HUMAN SERVICES SUPERVISOR OF THE CITY OF CLAREMONT, CALIFORNIA, HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING AGENDA WAS POSTED AT CLAREMONT CITY HALL, 207 HARVARD AVENUE, AND THE ALEXANDER HUGHES COMMUNITY CENTER, 1700 DANBURY ROAD, ON NOVEMBER 7, 2019 PURSUANT TO GOVERNMENT CODE SECTION 54954.2.

PLEASE NOTE: MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE COMMITTEE ON AGING AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE ALEXANDER HUGHES COMMUNITY CENTER AT 1700 DANBURY ROAD, CLAREMONT, MONDAY THROUGH FRIDAY, 9 AM – 5 PM. SUBJECT MATERIALS WILL BE MADE AVAILABLE ON THE CITY WEBSITE AS SOON AS POSSIBLE - [WWW.CI.CLAREMONT.CA.US](http://WWW.CI.CLAREMONT.CA.US). FOR MORE INFORMATION, PLEASE CALL THE HUMAN SERVICES DEPARTMENT AT 909-399-5490.

**IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, THIS AGENDA WILL BE MADE AVAILABLE IN APPROPRIATE ALTERNATIVE FORMATS TO PERSONS WITH DISABILITES. ANY PERSON WITH A DISABILITY WHO REQUIRES A MODIFICATION OR ACCOMMODATION IN ORDER TO PARTICIPATE IN A CITY MEETING SHOULD CONTACT THE CITY CLERK AT 909-399-5461 “VOICE” OR 1-800-735-2929 “TT/TTY” AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING, IF POSSIBLE.**

**Post Through: November 14, 2019**

**COMMITTEE ON AGING MEETING  
MINUTES**

Wednesday, September 11, 2019 – 12:00 p.m.  
Joslyn Center  
600 N. Mountain Ave., Claremont, CA, 91711

---

**CALL TO ORDER** Chair Mowbray called the meeting to order at 12:02 p.m.

**ROLL CALL**

**PRESENT** MOWBRAY (CHAIR), ANDREW (VICE CHAIR), AMBROSE, CHAVEZ, COYE, ESCHLEMAN, GOLDMAN, HAZELTON, LEONHARD, MARSENICH, MATUTE, MONTENEGRO, O'BRIEN, RODRIGUEZ, ROSENTHAL, SCOTT TOUX (C&HS), BIGGS (CSS), PATTISON (CSF)

**LATE ARRIVAL** AMBROSE, COYE

**EARLY DEPARTURE** BIGGS, COYE, ROSENTHAL

**ABSENT** CROW, REED

**ALSO PRESENT** Amy Crow, Manager, Claremont Helen Renwick Library  
Christina Delgado, Claremont Senior Program Site Coordinator  
Jennifer Helé, Claremont Senior Program Supervisor  
Larry Schroeder, City Councilmember  
Anne Turner, Human Services Director  
Mellissa Vollaro, Human Services Deputy Director

**CEREMONIAL MATTERS, PRESENTATIONS, and ANNOUNCEMENTS**

There were no ceremonial matters, presentations, or announcements.

**PUBLIC COMMENT**

Chair Mowbray invited public comment.

Amy Crow, Manager of the Claremont Helen Renwick Library, provided an update about the success of recent activities and events, and announced future programs for the fall season.

*Committee Member Ambrose arrived at 12:05 p.m.*

*Committee Member Coye arrived at 12:07 p.m.*

**CONSENT CALENDAR**

Chair Mowbray invited public comment on the Consent Calendar.

There were no requests to speak.

### Routine Administrative Items

1. COMMITTEE ON AGING MEETING MINUTES FROM JULY 10, 2019  
Approved and filed.
2. RECEIPT OF CONSULTING NUTRITION SERVICES AND QUALITY ASSURANCE MONTHLY SUMMARIES FOR JUNE AND JULY, 2019  
Received and filed.
3. RECEIPT OF EXCURSIONS MINUTES FOR JULY AND AUGUST, 2019  
Received and filed.
4. RECEIPT OF CLAREMONT SENIOR FOUNDATION, INC. FRIENDS BUDGET TRACKING FY 2019-20  
Received and filed.

***Vice Chair Andrew moved to approve Item #1 on the consent calendar, seconded by Committee Member Eschleman, and carried on a vote as follows:***

**AYES:** Committee Member – Mowbray, Andrew, Ambrose, Chavez, Coye, Eschleman, Goldman, Hazelton, Leonhard, Marsenich, Matute, Montenegro, O'Brien, Rodriguez, Scott Toux, Biggs, Pattison  
**NOES:** Committee Member – None  
**ABSTAIN:** Committee Member – Rosenthal  
**ABSENT:** Committee Member – Crow, Reed

***Committee Member Ambrose moved to approve Items #2-4 of the consent calendar, seconded by Committee Member Marsenich, and carried on a vote as follows:***

**AYES:** Committee Member – Mowbray, Andrew, Ambrose, Chavez, Coye, Eschleman, Goldman, Hazelton, Leonhard, Marsenich, Matute, Montenegro, O'Brien, Rodriguez, Rosenthal, Scott Toux, Biggs, Pattison  
**NOES:** Committee Member – None  
**ABSENT:** Committee Member – Crow, Reed

### ADMINISTRATIVE ITEMS

#### 5. TRI-CITY COMMUNITY NAVIGATOR PRESENTATION

Tri-City Mental Health Services Community Navigator Richard Franco has recently been granted the position of Homeless Advocate for the City using funds from Measure H. He has office hours at the Alexander Hughes Community Center, Joslyn Center, and is on-call for the City when outreach is needed. He is also present during operational hours of the St. Ambrose Church shower program. He detailed the various resources that he connects

homeless individuals with, such as available affordable housing in the area, legal aid, food bank resources, free laundry services, field capable services for individuals 60+, and more.

## 6. SILVER PLATTERS/CSF FRIENDS CAMPAIGN

Human Services Director Anne Turner gave an update on the progress of the 2018-19 Friends campaign. It was recently discovered that the kitchen space at the Joslyn Center isn't compatible with the newly-purchased commercial dishwasher, so a space specialist was brought in to evaluate the kitchen and advise staff on changes to the kitchen's layout and equipment in order to complete dishwasher installation and improve the kitchen's workflow. The current sink, unused cabinets, and under-utilized stove will be removed by the Community Services Department to make way for a County-compliant three-compartment sink and stainless steel counters. Other than this new development in the project, dishes and silverware have been ordered for plated service at the Joslyn Center, and new tables, chairs, and linens will soon be ready at Blaisdell Community Center. A party to thank the donors of the 2018-19 Friends Campaign is projected for the end of October.

Additionally, Director Turner announced that Councilmember Ed Reece is advocating for a remodel of the outdated, insufficient kitchen at the Blaisdell Community Center in conjunction with the next Friends Campaign, to be completed over the span of 2-3 years. Staff received a \$67,000 quote for a remodel, so she will work on securing a grant from the Claremont Community Foundation to help with funding. If a grant is not available, the 2019-20 Friends Campaign goal will need to be approximately \$90,000. To help meet this substantial fundraising goal and spread awareness to the community, staff will be collaborating with the Chamber of Commerce to roll out a two-to-three month "Silver Platters Campaign" in November, where Claremont restaurants and fast-casual establishments can give patrons an opportunity to learn about and consider giving a contribution to the Friends Campaign upon paying their bill. The Chamber of Commerce is working on the technology and logistics of the Silver Platters Campaign and will be seeking sponsors to fund the start-up costs. While a few businesses have already pledged their participation in the Silver Platters Campaign, staff and/or Committee Members would serve as ambassadors to conduct outreach to additional businesses to educate and encourage participation.

Committee Member Andrew raised concerns about launching a fundraising campaign with such high visibility in the community after residents vote on a tax increase in November. Director Turner responded that a different timeline can be discussed.

## 9. CITY COUNCIL REPORT

Councilmember Larry Schroeder gave updates and announcements about City and Council happenings, including:

- Gold Line funding for the extension to Montclair update
- Colby Circle update
- The Commons Project update
- Village South Specific Plan's EIR period update
- Housing Element approval
- New bus shelter design approved
- Foothill Boulevard Project update

- Measure CR explained

## 7. AD HOC COMMITTEE UPDATE

Committee Member Goldman from the Emergency Preparedness Ad Hoc reported that the Claremont Police Department and the Senior Program's Case Manager have a successful, sustainable Safety Alert Program in place, with twenty-five homebound individuals on the list so far. He will continue to pass out sign-up forms to local churches and Claremont Meals on Wheels for distribution, and Claremont's Community Emergency Response Team (CERT) will help to spread the word in their trainings.

Committee Member Chavez, also from the Emergency Prepared Ad Hoc, announced that Service Center for Independent Life (SCIL) was recently awarded a grant in order to conduct outreach to seniors and individuals with disabilities. She sees this as an opportunity to collaborate with SCIL in order to spread the word about the Safety Alert Program.

Chair Mowbray thanked the Emergency Preparedness Ad Hoc Committee and congratulated them on establishing this important program. With the ad hoc's goal now met, she determined that the Emergency Preparedness committee can sunset but can provide the CoA with updates every six months.

Committee Members Andrew, Coye, and Eschleman of the Membership Ad Hoc Committee reported on their observations from visits to the senior centers in Glendora, Whittier, Rancho Cucamonga, and Fontana. Each of these sites has unique membership programs that serve a specific purpose based on the needs of the center and its participants. They stated that they would like to conduct more research to see if a membership program would be beneficial for the Claremont Senior Program, and if it is, they would like to study what sort of program would be the best fit for Claremont's seniors and staff.

*Committee Member Biggs departed at 1:25 p.m.*

## 8. CHAIR REPORT

Chair Mowbray voiced her appreciation that the next fundraiser will be in support of a Blaisdell remodel.

She reported that she attended a meeting with Anita Chalmers, the coordinator of the Mingle & Munch Social Group, at Keck Graduate Institute on the first day of school to recruit volunteers for Mingle & Munch events and the upcoming Fall Information Fair & Flu Shot Clinic. Over fifty interested students attended the meeting. She also asked Committee Members to consider volunteering at the event, which will take place on Wednesday, October 15 from 9:00 a.m. until noon at the Hughes Community Center. A sign-up sheet was passed around to Committee Members.

For more streamlined communication, she advised Committee Members to email her directly with any concerns that she can pass along to an appropriate Claremont Senior Program staff member. Based on a few Committee Members' concerns about the timeline of the Silver Platters/Friends 2019-20 Campaign, she suggested that the Committee could

call for a special meeting in October to discuss the campaign details and the Committee's involvement in Silver Platters if necessary.

*Committee Members Coye, Pattison, and Rosenthal departed at 1:41 p.m.*

#### 10. COMMUNITY AND HUMAN SERVICES COMMISSION REPORT

Commissioner Scott Toux reported that following the Sand Removal Party over the weekend, the playground at Blaisdell Park will be remodeled.

Commissioners were given new committee assignments at their last meeting. While Commissioner Scott Toux was assigned as an alternate for the CoA, the primary Commission liaison will now be Commissioner Nancy Brower.

#### 11. HUMAN SERVICES DEPARTMENT REPORT

Supervisor Jennifer Helé announced that Trivia Night, sponsored by Inter Valley Health Plan and Community Senior Services was a major success, with 30 unregistered guests dropping in to enjoy the fun. While staff was able to accommodate the large crowd, they have decided to charge a nominal fee next year in order to better manage registration.

The new resident-priority registration policy for Claremont Excursions was carried out in August, and no issues were reported.

Site Coordinator Christina Delgado announced a few upcoming events, including the Fall Information Fair; an "artist talk" with local artist Terry Givens on September 24; and a presentation by local author Kathleen Vallee Stein on choosing hospice care for a loved one.

#### 12. ROUNDTABLE REPORT

Chair Mowbray announced that the next After Work event will be held at Claremont Craft Ales on October 15 for beer tastings and a presentation about the beverage.

Committee Member Leonhard announced that Joe and Diane Schrieber have joined the Excursions Club, and that the group is currently formulating their recommendations for 2020 trips.

Committee Member Montenegro acknowledged service members and the people who are grieving the anniversary of the 9/11 attacks.

#### **ADJOURNMENT**

The meeting was adjourned at 1:52 p.m.



Chair

ATTEST:

---

Christina Delgado  
Site Coordinator



# City of Claremont

## Monthly Summary Report: August 2019

---

To: Jen Hele, Program Supervisor  
Christina Delgado  
Teresa Luce  
Amy Burchell

From: Nora Mikail-Almassian, RD

### A. Nutrition Site Summary

1. **Blaisdell Park (8/7/19): 94%**  
Facility: Ants were observed in kitchen and storage area.
2. **Joslyn Center (8/7/19): 98%**  
QA/Management: Site manager substitute is not certified in food safety.

### B. Quality Assurance Meeting

The August QA meeting was held on August 7, 2019 with Christina Delgado, site coordinator, Jen Hele, Program Supervisor, Lindsay McGaffey, H.S. Leader, Miguel Gomez, Bateman Representative, and CNS RD, Nora Almassian, present. The Daily Meal Comments Forms, Menu Evaluations and Nutrition Site Facility Audits were reviewed and the following issues discussed:

#### Follow Up Issues:

- 7/10: The caterer stated oranges were served instead of cantaloupe on the 8<sup>th</sup> as he did not receive cantaloupe for that day. He will also serve tangelo on Wednesday instead of oranges. The caterer hopes to have cantaloupe or similar fruit with vitamin A for next serving. **8/7: Cantaloupe will be available to be served moving forward. RESOLVED.**
- 7/10: On June 7<sup>th</sup> the green salad came at 49°F, and it wasn't served as staff couldn't bring temp down. Also, chocolate pudding came at high temp 50°F, and staff decided not to serve either as they couldn't bring the temps down, Another site manager also mentioned hers came at 41°F on that same day, which was higher than usual. The caterer said he will place salads in thinner pans to help keep cool. He also suggested to send cans of pudding for emergency. Site manager added extra cans of mandarin oranges and will give some to the other site for emergency. **8/7: The caterer sent canned pudding 2 weeks ago for emergency use. Salads are being delivered in thinner pans keeping them cool at appropriate temps. Both issues RESOLVED.**
- 7/10: No complaints were received about hamburgers. The fish on June 7<sup>th</sup> was excellent, beef taco and flour tortillas were okay. However, butternut squash soup had bad reviews on June 25<sup>th</sup>, participants commented that it was bland. The caterer stated that the cook forgot to add the diced pieces of squash they usually do, and that probably was the reason why it tasted that way. He will make sure they are added in the future. **8/7: The caterer stated he discussed the issue with the cook and assured that the soup will be served with the diced pieces of squash as was in the past. RESOLVED.**

### New Issues

- 8/7: The caterer said he won't be able to serve barley and soup on the same day for Week 4, Thursday, because both need big pots. The RD suggested to serve brown rice instead of barley as a better substitute than bread; The caterer stated he will be able to provide that. All agreed. Also, for week 4, whole wheat role was replaced with brown rice as approved by Azusa RD Jackie Taylor. The RD signed the changed. **RESOLVED.**
- 8/7: Staff indicated that the vegetables sometimes arrive at 155°F, which are low. The caterer explained vegetables are ok to be at the lower range because if over-cooked they will become mushy. He added they need to keep the steamer at lower temperature so it doesn't overcook. Members of the meeting inquired about food temps and safety. RD provided information and clarification regarding temps of foods at arrival and until time of serving.
- 8/7: Staff stated that there was quite a bit of food waste of food waste last month because of decreased attendance, probably due to hot weather. Staff also added that foods arrived at higher temps range several times. For example, beef taco salad on 7/22 arrived at 54°F, it was rejected and not served. Other salads on different dates were over 41°F upon arrival. The caterer stated he will be extra cautious with salad temps and discuss with driver as well. Staff indicated that would like a back-up plan in case food is not within temp guidelines. The caterer said to inform him personally immediately, not the driver, and he will try to resolve the issue right away. Will follow up with food temps at next meeting.
- 8/7: Staff stated barley was not very popular, brown rice was preferred by most participants. She added people at Joslyn liked the pork chops, but the caterer said they can't serve that more than what is scheduled on the menu. She added tuna salad had some frozen bits and pieces in it. The caterer will discuss with the cook. Will evaluate at next meeting.
- 8/7: Staff stated some participants complained about having too much chicken on the menu; the caterer said we can't do much about that, and that chicken is not scheduled back to back on the menu so as to provide variety. Staff added participants would probably appreciate more vegetarian meals.



# City of Claremont

## Monthly Summary Report: September 2019

---

To: Jen Hele, Program Supervisor  
Christina Delgado  
Teresa Luce  
Amy Burchell  
From: Nora Mikail-Almassian, RD

### A. Nutrition Site Summary

1. **Blaisdell Park (9/10/19): 91%**

Facility: SD book was not available. Ants were observed outside kitchen and in dry storage area.

QA/Management: Substitute site manager is not certified in food safety.

2. **Joslyn Center (9/10/19): 99%**

Facility: Fire extinguisher is overdue for service.

### B. Quality Assurance Meeting

The September QA meeting was held on September 10, 2019 with Christina Delgado, site coordinator, Jen Hele, Program Supervisor, Lindsay McGaffey, H.S. Leader, Miguel Gomez, Bateman Representative, and CNS RD, Nora Almassian, present. The Daily Meal Comments Forms, Menu Evaluations and Nutrition Site Facility Audits were reviewed and the following issues discussed:

#### Follow Up Issues:

- 8/7: Staff indicated that the vegetables sometimes arrive at 155°F, which are low. The caterer explained vegetables are ok to be at the lower range because if overcooked they will become mushy. He added they need to keep the steamer at lower temperature so it doesn't overcook. Members of the meeting inquired about food temps and safety. RD provided information and clarification regarding temps of foods at arrival and until time of serving. **9/10: Staff indicated that squash arrived overcooked; RD reminded not to keep warm at high temperature to avoid further cooking. Will discuss further at next meeting when the caterer is present.**
- 8/7: Staff stated that there was quite a bit of food waste last month because of decreased attendance, probably due to hot weather. Staff also added that foods arrived at higher temperature ranges several times. For example, beef taco salad on 7/22 arrived at 54°F, it was rejected and not served. Other salads on different dates were over 41°F upon arrival. The caterer stated he will be extra cautious with salad temps and discuss with driver as well. Staff indicated that would like a back-up plan in case food is not within temperature guidelines. The caterer said to inform him personally immediately, not the driver, and he will try to resolve the issue right away. Will follow up with food temps at next meeting. **9/10: Will discuss back up plan further at next meeting when the caterer is present. No new issues with food temperatures reported by staff.**

- 8/7: Staff stated barley was not very popular, brown rice was preferred by most participants. She added people at Joslyn liked the pork chops, but the caterer said they can't serve that more than what is scheduled on the menu. She added tuna salad had some frozen bits and pieces in it. The caterer will discuss with the cook. Will evaluate at next meeting. **9/10: Staff indicated tuna salad was good. RESOLVED.**

#### New Issues

- 9/10: Staff indicated that sometimes salads come without dressing, or not enough dressing, and inquired to obtain back up dressing packets. This issue was already discussed in previous meetings but was not applied. Staff added some seniors refuse to eat the salad with little or no dressing. Will discuss with the caterer at the next meeting.
- 9/10: Staff stated the Brussels sprouts that was served for the first time at the sites was undercooked and hard, and that many seniors complained. RD suggested to either purchase frozen Brussels sprouts, cut them, or remove the stems. Will discuss the possibilities with the caterer at the next QA meeting.
- 9/10: Staff noted that the cucumber in the salad served on 8/1 was bitter. The caterer was notified. Will follow up at next QA meeting.
- 9/10: Staff indicated that a participant was frustrated due to the multiple substitutions of menu items, referring to the sides such as salads and desserts. Staff explained to him that they do their best to follow the set menu. Substitutions occur only when the item is not available, and always provide the same nutritional value.

**CLAREMONT EXCURSIONS**  
**Tuesday, September 24, 2019 Meeting Minutes**  
**3:00 p.m., Robin Leonhard's Home**

**Present:** Dorcia Bradley, John Bradley, Maury Feingold, Robin Leonhard, Linda Scott, Diana Smith, Cindy Sullivan and Cheryl Zawicki

**Absent:** Lisa Donnell, Diane Schreiber and Joe Schreiber

Robin shared her culinary skills with the group, treating them to wonderful tea sandwiches and delicious sweets before the meeting started.

1. **Minutes.** The revised August 27 meeting minutes were approved.
2. **Completed Excursions and Emails**
  - September 18 - Neon Tour of Los Angeles and dinner on own at Grand Central Market. There were 51 people on the trip and 20 on the wait list. Chaperones are Robin and Linda.
    - 69% excellent, 24% good, 7% fair
    - 76% female
    - 0% under 60, 14% in 60s, 78% in 70s, 8% in 80s or over
    - 100% from Claremont
    - Negative Comments: No need for two bathroom breaks; too much time to eat and needed a heavier jacket; should have gone up Angels Flight - lots of restaurants closed - never received email so didn't remember time, where we were to eat, and reminder to bring sweater - second bus needed - better speakers - couldn't hear; too much time wasted at Market/eating; information tour director difficult to follow what he was saying at times; hard to hear in front of bus; would have been better in the daytime; a little too long - so rushed it was impossible to take photos - could only hear commentary on upper deck; stop at Grand Central Market too long; the buildings were beautiful but would have been better to see in the daylight - neon lights were OK but expected more; could not understand Eric through megaphone - too long of a tour - only needed one bathroom break
    - Positive Comments: Saw parts of LA I never knew existed; great detailed information - very enjoyable; very interesting; two great LA experiences; fun and different; very informative - loved eating at Grand Central Market; informative and fun; we love neon and Eric; excellent; very interesting - more architectural than neon; good choices for dinner - tour guide good; loved all of the adventures - well planned - great LA guide - saw places I have never seen - great history talks; fun - learned a lot of new information; good timing for breaks; excellent guide - probably should be called "Los Angeles at Night" as it was more than just neon lights; liked tour guide Eric - learned a lot about LA; good food; learned and saw a lot
    - Other Comment: Would like to have had a trip to the Neon Museum included
3. **2019 Excursions.**
  - October 24 - Palm Springs Mid-Century Modern Tour with PS Architecture Tours and lunch on own at Sherman's (\$60). The trip is sold out (44 spaces), and there are 30 on the wait list. Chaperones are John and Robin (replacing Cindy).
  - November 19 - Whale Watching from Dana Point (\$80). The trip is sold out (47 spaces), and there are 11 on the wait list. Chaperones are Dorcia (replacing Diana) and Cheryl (replacing Nancy).

- December 12 - Bus to Fullerton, Amtrak to San Diego, Coronado Hotel Tour and bus back to Claremont. This trip has an early refund deadline due to Amtrak's need for an early manifest. The trip is sold out (56 spaces), and there are 61 on the wait list. Chaperones are Linda and Diana.
4. **2020 Excursions.** Trips were reviewed again and re-assigned. The committee is still gathering additional information.
- January - Tucker Tours' Calico Ghost Town
  - February - Wheel of Fortune
  - March - Tucker Tours' Sweet and Savory
  - April - Chicago at Segerstrom, April 14-19
  - May - Disney Concert Hall (Dudamel conducting), possibly May 22 at 11:00 a.m.
  - June - Tour of Pasadena with docent from Pasadena Heritage and lunch
  - July - Grammy Museum combined with Fashion Institute of Design and Merchandising Museum (FIDM) and lunch
  - August - Peterson Automotive Museum and lunch at Farmer's Market
  - September - To be determined (eliminated Tucker Tours Comfort Food Tour and their Iconic Eats Tour)
  - October - Rancho Los Alamitos in Long Beach, lunch at Gladstone's and tour of the Japanese Garden at Cal State Long Beach
  - November - Los Angeles Art District Tour and possible tour of the Lost Spirits Distillery
  - December - To be determined (Sunnylands, repeat of the Coronado trip, Tucker food trip)
5. **Other Business**
- Monthly hours were recorded.
  - New committee members Diane and Joe Schreiber will be welcomed next month as they were not able to attend this meeting.
6. **Committee on Aging.**
- Mingle & Munch, October 11, Oktoberfest
  - After Work, October 15, Oktoberfest at Claremont Craft Ales

**Adjournment.** The meeting was adjourned at 4:45.

Our next meeting is Tuesday, October 22.

**CLAREMONT EXCURSIONS**  
**Tuesday, October 22, 2019 Meeting Minutes**  
**3:00 p.m., Joslyn Center**

**Present:** John Bradley, Lisa Donnell, Maury Feingold, Robin Leonhard, Diane Schreiber, Diana Smith, Cindy Sullivan and Cheryl Zawicki

**Absent:** Dorcia Bradley, Joe Schreiber and Linda Scott

New committee member Diane Schreiber was introduced and members shared information about themselves.

1. **Minutes.** The September 24 meeting minutes were approved.
2. **Completed Excursions and Emails.** None
3. **2019 Excursions.**
  - October 24 - Palm Springs Mid-Century Modern Tour with PS Architecture Tours and lunch on own at Sherman's (\$60). The trip is sold out (44 spaces), and there are 34 on the wait list. Chaperones are John and Robin (replacing Cindy).
  - November 19 - Whale Watching from Dana Point (\$80). The trip is sold out (47 spaces), and there are 9 on the wait list. Chaperones are Dorcia (replacing Diana) and Cheryl (replacing Nancy).
  - December 12 - Bus to Fullerton, Amtrak to San Diego, Coronado Hotel Tour and bus back to Claremont. This trip has an early refund deadline due to Amtrak's need for an early manifest. The trip is sold out (56 spaces), and there are 65 on the wait list. Chaperones are Linda and Diana.
4. **2020 Excursions.** Trips were reviewed again and re-assigned. Information for the first four trips of 2020 needs to be finalized by mid-November, and registration will begin around December 10. The committee expressed much frustration as these choices were made a month ago, yet none of the trips have been booked by the City and Inland Empire.
  - January - Tucker Tours' Calico Ghost Town
  - February 6 (Thursday) - Wheel of Fortune. Lisa reserved this date with the show contact and gave all necessary information to the City.
  - March - Tucker Tours' Sweet and Savory
  - April - Chicago at Segerstrom. Alternative plays were chosen in the event that we are unable to get these tickets. (Note: After the meeting Inland Empire confirmed a date of April 18 at 2:00.)
  - May 22 (Friday) - Disney Concert Hall (Dudamel conducting)
  - June - Tour of Pasadena with docent from Pasadena Heritage and lunch
  - July - Tucker Tours' Beauty and the Beach (Getty Villa and other Santa Monica venues)
  - August - Peterson Automotive Museum and lunch at Farmer's Market
  - September - Grammy Museum combined with Fashion Institute of Design and Merchandising Museum (FIDM) and lunch
  - October - Rancho Los Alamitos in Long Beach, lunch at Rancho Los Alamitos and tour of the Japanese Garden at Cal State Long Beach
  - November - Los Angeles Art District Tour and possible tour of the Lost Spirits Distillery
  - December - To be determined (Sunnylands, repeat of the Coronado trip, Tucker food trip)



5. **Other Business**

- Inland Empire had a fire on October 4, damaging a bus and office space. Our contact Stacey was able to access their computers through her phone and just recently at the office. This has slowed the booking of trips.
- The City's arrangement with Inland Empire was clarified. Large vendors such as this bus company are given three-year contracts, thus using another company is not an option. The office thought that the current contract expires 6/30/20.
- Monthly hours were recorded.
- The Emergency Form collection process was reviewed as there have been many missing lately. In the past, each trip required a separate waiver. Some committee members were told that people could submit one waiver for all their trips by writing the trip names/dates on the waiver. Clarification is needed. The collection process is:
  - Staff emails trip information to guests at least a week before the cancellation deadline.
  - Staff will send chaperones a roster so that chaperones can make reminder calls to guests without emails.
  - Staff will let chaperones know if any emails get bounced back so that chaperones can call those people.
  - Staff will make phone calls to people with missing Emergency Forms.
  - Staff will put all forms, alphabetized, in the trip bag.
  - Chaperones will make sure all forms are in order when they pick up the trip bag.
  - Chaperones will mark missing forms on the check-in list, give those guests one to fill out on the bus, and collect the forms before leaving the Hughes Center.
- Robin offered to have a get-together at her house on December 3, 10 or 17. A preferred date will be chosen by email.

6. **Committee on Aging.**

- November 8 - Mingle & Munch, November Nostalgia
- December 13 - Mingle & Munch, 'Tis the Season

**Adjournment.** The meeting was adjourned at 4:15.

Our next meeting is Tuesday, November 26.

**City of Claremont  
Claremont Senior Foundation Fund Worksheet  
FY 2019-20**

Bal Sheet 110-225

	Date	Description	Deposits Received	Expenditure Amount	Actual Cash Available	Comments
1		CSF to City	FY 18-19 Balance			
2	7/26/19	Chair Expense	Farewell Gift to Outgoing Chair	\$50.00		
3	7/16/19	Program Enhancements	Annual Campaign - Water Tempering Kit	\$474.75		
4	7/3/19	CSF to City	Annual Campaign Project Funds	\$35,000.00		
5	8/26/19	Excursions	Reimbursement to Cindy Sullivan	\$171.92		
6	9/9/19	Excursions	Reimbursement to John Bradley	\$21.48		
7	8/27/19	Program Enhancements	Plants for Joslyn	\$48.57		
8	9/10/19	Program Enhancements	Annual Campaign - Washware and Tableware	\$2,602.53		
9	10/15/19	Reimburse to Nancy Farrow	After Work	\$51.74		
10	10/15/19	Reimburse to Pat Coye	After Work	\$46.48		
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						
36						
37						
38						
39						
40						
41						
42						
43						
44						
45						
46						
47						
48						
49						
50						

<b>\$35,000.00</b>	<b>\$3,467.47</b>	<b>\$31,532.53</b>
YTD Deposits	YTD Expenditures	Available Funds