

**Senior Resource Group**

**Meeting Minutes for 4/14/22 Meeting via Teams**

**Attendees:** Kim Graves, Susan Miller, Dean Crane, Cheryl Wheeler, June Snead, Sandra Burton, Justin Bullock, Carmelita Coleman, Paula Kepel, Judith Mangilin, Latonya White

**Absent:**

**Call to Order**

The meeting was called to order at 2:32 p.m.

**Welcome**

Kim welcomed the group and introduced the SRG Board.

**Meeting Minutes**

March meeting minutes were approved. Minutes were approved by Dean Crane, and the second motion by Sandra Burton.

**Board Liaison Report**

Dean reported that VRPS has hired a new Director, Sue Black.

**Topic: Volunteers**

Cheryl Wheeler, with Loudoun County, the Senior Center of Leesburg, led a discussion on implementing volunteers into senior programs.

Cheryl highlighted the following points…

1. **Setting-up a Volunteer Program**- Check with your Department and get advice on how to recruit, train and manage volunteers at your Community Center, Senior Center or Work Site.
2. **Determine where you need help**: Answering the phone, provide information and assistance, give facility tours, simple filing and administrative duties.  Score Keeper, Field/Outdoor Event set-up, Serve Lunch, Lunch Set-up, Lunch Clean-up, Activity Instructor or program leader.
3. **Provide a job description**: Everyone needs to know what they will be expected to do when volunteering. Job Description provide details and further will explain what is expected and describes the scope of the time commitment.
	* 1. Frequency: for Examples: Once a week, Once a Month, and Every Wednesday.
		2. Time: Be Specific: for Examples: 11:30am-12:30pm, 2:00-5:00pm, ect.
		3. Volunteer Evaluation: example:  every 6 months or as needed when desire to make a change or miscommunication occurs.
4. **Value of Volunteerism**

                Volunteerism affects each volunteer in a positive way.

* —that feeling you get when you’re able to give back to your community
* to help another person
* and to learn from and share with others along the way
* Volunteers are vital to the success of our programs; our mission is to serve the needs of our community.
* Your leadership helps strengthen our communities. …
* Your unselfish gifts of time and talent teach our children important lifetime values.
* Your talents and skills play an important role in helping our Department to deliver services successfully, cheerfully, and on time.
* Your dedication and dependability will instill quality into your work and into our programs—this Win-Win is priceless.

Cheryl agreed to share her volunteer documents and handbook with the group, and Susan will send them out to everyone in the meeting.

She currently has 95 volunteers at her center.

Judith, who is also a part of Loudoun County, talked about her volunteers (113 in total!!)

**SRG Member Introduction and Program Highlights:**

Kim (Chesterfield): NACPRO Award and Chesterfield County 50+ Active Lifestyles new logo.

Susan (Chesterfield): Drive-In Bingo and Longest Day Drive-Up

Sandra (Portsmouth): Annual Good Friday Breakfast, Age My Way (5-day event for Older Americans Month)

Paula (Lynchburg Templeton Center): Cycling without Age (monthly rides with passengers on various trails).

June (Hanover): Intro to Pickleball, Pickleball Bash, Bingocize.

Judith (Loudoun): Walking Group, Bingocize, Nutrition Presentations (Hydration).

Justin (Greene County): Jefferson Area Board of Aging Partinership, Pickleball, Tai Chi & Yoga.

Cheryl (Leesburg): Lunches outside of the center, 2 different Walking Clubs, AARP Drivers Safety Programs.

Dean (Blacksburg): Trips (Joy Rides)

Carmelita (Norfolk): Pickleball Teams, Easter Hat/Bonnet Parade, July Casino Trip

**Close/Action Items**

Meeting adjourned at 3:25p.m.

Respectfully submitted,

Susan Miller

SRG Secretary

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