

# Natrona County Senior Citizens Service District Board of Trustees Meeting Minutes

**Date:** Tuesday, October 7, 2025

**Time:** 10:02 AM – 10:45 AM

**Location:** Casper Senior Center, 1831 E. 4th Street, Casper, WY 82601

## **Attendees:**

Linda Blackstone, Ruth Doyle, Rhonda Laird, Mike Stepp, Crystal Morse

**Community Liaison:** Councilman Pat Sweeney (absent)

**Public Attendees:** None present

## **1. Call to Order**

Chair Linda Blackstone called the meeting to order at 10:02 AM.

## **2. Approval of Minutes**

Motion by Mike Stepp, seconded by Crystal Morris, to approve the minutes of the September 2, 2025 meeting as presented. Motion carried unanimously.

## **3. Financial Report & Invoices**

***Treasurer Mike Stepp presented the bank statement and financial report.***

- The current balance is \$65,943.79.
- Two-thirds of the initial loan amount remains in the account.
- No new revenue has been received since the prior meeting; the next mill levy disbursement is expected between December and January.
- The District's total anticipated revenue through January 2026 is approximately \$700,000.

### ***Invoices:***

- \$300 to Kalen Marketing for annual domain and website hosting renewal.
- \$7,143 to Central Wyoming Senior Services for their monthly grant reimbursement (now billed in arrears).

Motion by Mike Stepp, seconded by Rhonda Laird, to approve payment of both invoices.

Motion carried unanimously.

Treasurer Stepp noted that all required financial reports, including the Annual Summary and Proof of Cash, were filed before the end of September. A formal proof of cash document certified by the bank is available for review.

## **4. Old Business**

***Local Government Liability Pool (LGLP) Board Nomination:***

Linda Blackstone reviewed information regarding the LGLP Board's open position. The board consists of two county commissioners, two city council members, two special district members, and one at-large member, serving three-year terms. Meetings occur quarterly in

Cheyenne (February, May, August, and November). After discussion, trustees declined to submit a nomination for the open at-large position.

***Casper Chamber of Commerce Membership:***

The board discussed membership options and benefits, including website listings and opportunities to submit up to three announcements per year, with a publication reach of approximately 5,000 individuals. The Chamber offered the nonprofit rate of \$290 annually, billed quarterly.

Motion by Mike Stepp, seconded by Ruth Doyle, to join the Casper Area Chamber of Commerce beginning this quarter. Motion carried unanimously.

**5. New Business**

***Community Events:***

- Health Fair Participation: Trustees approved registration for the January 10, 2026 Health Fair at a cost of \$75, plus a small giveaway item. Motion by Rhonda Laird, seconded by Crystal Morris. Motion carried unanimously.
- Elkhorn Stroke Awareness Event: The board discussed possible participation in the annual May 2026 event. Details will be revisited once the date is confirmed.

***Donor Appreciation Dinner:***

Rachel from the Senior Center invited the District to attend the Donor Appreciation Dinner on Friday, October 24, 2025, at 6:00 PM at the Casper Senior Center. All trustees are welcome to attend.

***Van Acquisition for Senior Center:***

Mike Stepp shared that the Senior Center is exploring grant funding for a transport van to assist with food bank pickups and outreach. The District may be asked to provide a matching contribution. The board expressed willingness to consider such a request if a formal proposal is submitted.

**6. Trustee Comments**

Trustees engaged in informal discussion regarding local transportation challenges for seniors and potential collaboration opportunities with community partners.

**7. Public Comment**

No public attendees were present.

**8. Adjournment**

With no further business, motion by Mike Stepp, seconded by Ruth Doyle, to adjourn the meeting at 10:45 AM. Motion carried unanimously.

**Next Meeting:** Tuesday, November 4, 2025, at 10:00 AM at the Casper Senior Center.

**Minutes Prepared by:** Rhonda Laird

**Action Items**

- Submit Chamber of Commerce membership payment and profile.
- Register District booth for the January 10 Health Fair.
- Follow up on Stroke Awareness event date.
- Monitor Senior Center grant proposal for vehicle funding support.
- Confirm attendance for Donor Appreciation Dinner (RSVP by October 20).