



Golden Years Association Resource Manual

This **RESOURCE MANUAL** is designed to assist you with planning the programs for your club meetings. It is also a reference to aid club members in finding vital information in financial, health, history, cultural arts, and general information fields. Should you find additional items which may be of interest or if you note any errors, please contact:

Steve White - 919-996-4734

TABLE OF CONTENTS

I.	LOCAL ARTS/THEATRE	Page	2
II.	LOCAL AND HISTORICAL ATTRACTIONS	Pages	3—4
III.	SUGGESTED ENTERTAINMENT	Page	5
IV.	SUGGESTED SPEAKERS (HEALTH)	Page	6
V.	SUGGESTED SPEAKERS (GENERAL INTEREST)	Pages	7—8
VI.	SUGGESTED SPEAKERS (FINANCIAL)	Pages	8



Raleigh
Parks

Golden Years Association Resource Manual

LOCAL ARTS & THEATER

NORTH CAROLINA STATE UNIVERSITY

THEATRES:

STEWART THEATRE

2610 Cates Avenue, Raleigh, NC 27695

919-515-3927 –

Administration or for more information:

<http://www.ncsu.edu/arts/facilities/index.html>

919-515-1100 - Tickets

FRANK THOMPSON HALL THEATRE,

Dunn Ave. at Jensen Drive NC State Campus

919-515-2405 –

Administration or for more information:

<http://www.ncsu.edu/arts/facilities/index.html>

919-515-1100 - Tickets

NORTH CAROLINA SYMPHONY

N C Department of Cultural Resources

919-733-2750 Contact Kim Little -

ext 256 for discount tickets

For more information: www.ncsymphony.org

NORTH CAROLINA THEATRE

1 E. South Street, Raleigh, NC 27601

Note: Offices are in the Duke Energy for the Performing Arts Building

919-831-6941 ext. 6944 for tickets or for more information:

www.nctheatre.com

RALEIGH LITTLE THEATRE/ ROSE GARDEN

301 Pogue Street, Raleigh, NC 27607

Call 1-2 weeks in advance for tours

Box Office - 919-821-4579;

Kathleen Rudolph - 919-821-3111 (ext. 225)

www.raleighlittletheatre.org ,

email: info@raleighlittletheatre.org

RALEIGH CONVENTION CENTER

500 South Salisbury Street, Raleigh, NC

919-996-8500 or for more information:

www.raleighconvention.com

RALEIGH MEMORIAL AUDITORIUM / DUKE ENERGY CENTER FOR PERFORMING ARTS/ FLETCHER OPERA THEATER / MEYMANDI CON- CERT HALL / KENNEDY THEATER

919 831-6011 - Box office or for more information:

www.dukeenergycenterraleigh.com

TEMPLE THEATER

120 Carthage Street, Sanford, NC 27330

919 774-4155

www.templeshows.com

THEATRE IN THE PARK

107 Pullen Road, Raleigh, NC

919-831-6058 - Box Office

919-831-6936 - Administration

www.theatreinthepark



Raleigh
Parks

Golden Years Association Resource Manual

LOCAL & HISTORICAL ATTRACTIONS

HAYWOOD HALL MUSEUM HOUSE

211 New Bern Place, Raleigh, NC 27601

Tours available of the house and garden by one of the docents to learn a bit of history about the house. (ramp available if difficulty in walking).

Open March - Mid-December, Thurs. only,
10:30am-1:30pm, Free Admission;

Open other days by appt. with fee. July 4th (free festival)
2nd weekend in December - Open House on Sat. & Sun.
1-5pm – Free Admission

Contact Resident Manager - 919-832-8357 or
email: haywoodhouse@bellsouth.net

For more information: www.haywoodhall.org

HISTORIC OAKWOOD CEMETERY

701 Oakwood Avenue, Raleigh, NC 27611

Founded in 1869, the Historic Oakwood Cemetery may be viewed walking or riding. Also includes a Confederate Cemetery located on the original 2 ½ acres given for that purpose by Henry Mordecai in 1867. Guided tours and/or slide show presentation are available to learn about the history and romance of the cemetery, plus the art and symbolism of the monuments.

919-832-6077 or for more information:
www.historicoakwood.com

J. C. RAULSTON ARBORETUM

NORTH CAROLINA STATE UNIVERSITY

4415 Beryl Road, Raleigh, NC 27606

The Arboretum is open 365 days per year and is free to the public from 8am-8pm (April – October) and 8am-5pm (November – March). Arboretum tours are available to the public every Sunday at 2pm from March - October.

Arrangements can be made for private tours of 10 or more adults by calling Glenn Chris at 919 513-7005. A suggested donation for a tour is \$5 per person (minimum \$50).

Main phone # - 919-515-3132 For more information:
www.ncsu.edu/cjraulstonarboretum

JOEL LANE MUSEUM HOUSE

Visitor's Center -

160 South St. Mary's Street, Raleigh, NC 27603

House Museum -

728 W. Hargett Street, Raleigh, NC 27603

Hours vary by season. Admission: \$5 Adults; \$4 Sr. Citizen's; \$3 Students; under 6 - free

919-833-3431 or email joellane@bellsouth.net For more information: www.joellane.org

MORDECAI HISTORIC PARK

1 Mimosa Street, Raleigh, NC 27604

Mordecai Historic Park is located in the heart of downtown Raleigh and is home to some of North Carolina's most extraordinary treasures, including the Mordecai House and the Birthplace of Andrew Johnson - 17th president of the United States. Mordecai Historic Park offers a unique glimpse into early Raleigh life.

Park Features:

Mordecai House ca. 1785/1826

President Andrew Johnson's Birthplace ca. 1795

Badger Iredell Law Office ca. 1810

Allen Kitchen and Ellen Mordecai Garden ca. 1842

St. Mark's Chapel ca. 1847

Tours offered at the top of the hour: Tuesday – Saturday
9am – 4pm and Sunday 1pm – 4pm.

For tours, contact Troy Burton - 919-996-4772. A small fee is charged.

For more information: www.raleighnc.gov/mordecai

NEW HOPE VALLEY RAILWAY

5121 Daisy Street, New Hill, NC 27562

This is an enjoyable one-hour, eight mile round trip ride for all ages.

For more information: www.nhvry.org

CAPITAL AREA VISITORS CENTER

The Capital Area Visitor Center schedules tours in the Raleigh area for groups of ten or more.

Because of heavy scheduling at certain times of the year, it is beneficial to call well in advance of the time you want to tour. Call 919-807-7950 or visit website at www.nccapvisit.org to complete a reservation form is preferred for groups.



Raleigh
Parks

Golden Years Association Resource Manual

TOURS SCHEDULES THROUGH THE VISITOR'S CENTER:

EXECUTIVE MANSION (30 minutes)
200 North Blount Street Raleigh NC
Open by appointment only.

N. C. MUSEUM OF HISTORY
5 E. Edenton St. Raleigh NC 27601
Hours: Mon. – Sat. 9am - 5pm; Sun. Noon – 5pm
Public Relations Person - Susan Lamb
To schedule contact Sandra Webber – 919 807-7957
Admission: Free. For more information:
www.museumofhistory.org

NORTH CAROLINA MUSEUM OF NATURAL SCIENCES
11 W. Jones Street, Raleigh, NC 27601
Hours: Mon. – Sat. 9am - 5pm; Sun. Noon – 5pm
Admission: Free, donations accepted.
Special exhibits have a charge.
For more information: www.naturalsciences.org

STATE CAPITOL
1 E. Edenton Street, Raleigh, NC, (front entrance on Wilmington St.)
Contact Deanna Mitchell, Site Manager at 919 733 4994
For more information: www.ncstatecapitol.org

STATE LEGISLATIVE BUILDING
16 W. Jones Street, Raleigh, NC 27601
Hours: Mon. – Fri. 8am – 5pm; Sat. 9am – 5pm and Sun. 1pm – 5pm.
Tours are 30 minutes. Self guided tours available.
For more information: www.ncga.state.nc.us

OTHER ATTRACTIONS:

N. C. MUSEUM OF ART
2110 Blue Ridge Road, Raleigh, NC 27607
Hours: Tues. – Thurs. 10am – 5pm; Fri. 10am – 9pm; Sat. – Sun. 10am – 5pm; Closed Mon.
Free Admission. Some special exhibits and programs have a charge. Group tours (for 10 or more) need 4 weeks notice.
919-839-6262 - Administrative Offices
919-664-6820 Tour Coordinator - Jen Coon
For more information: www.ncartmuseum.org

COR MUSEUM (formerly City of Raleigh Museum)
220 Fayetteville Street, Raleigh, NC 27601 (Briggs Building)
Hours: Tues. – Sat. 9am – 4pm; Sun. 1pm – 4pm; Closed Mondays
Admission- \$5-adult; \$3 ages 55+
Group tours covering a variety of aspects of Raleigh's history

available upon request.
Contact: Kimberly Puryear - 919-996-3023.
Group rates may be available. Main Office - 919 996-2220. For more information: www.raleighcitymuseum.org

HISTORIC TOURS OF RALEIGH
Tour Guide Service – walking tours or “step on” guide.
Contact: Parker Call 919 755-1612 or email parker-call@earthlink.net

CITY OF RALEIGH, PARKS AND RECREATION DEPARTMENT, DAY LILY GARDEN
2401 Wade Avenue, Raleigh, NC 27607
Information: 919-831-6640

NATIONAL WEATHER SERVICE
Call 919-515-8225 for weather report

NEWS AND OBSERVER
215 South McDowell Street Raleigh NC
Tours for groups of seven or more. Mon. - Fri. (morning or afternoon) Contact: Linda Huening - 919-829-4854

NORTH CAROLINA STATE FAIR
1025 Blue Ridge Road Raleigh NC
Contact: 919-821-7400 For more information:
www.ncstatefair.org

NC STATE FARMER'S MARKET
1201 Agriculture Street. Raleigh, NC 27603 (will offer orientation tours)
Call: 919-733-7417 Email: Monica.Wood@ncdamarkets.org
For more information: www.ncagri.gov/markets

NCSU SOLAR HOUSE
1201 Gorman Street, Raleigh, NC 27606
Mon-Fri, 11am – 3pm
Call: 919-515-7085 or email mrfanney@ncsu.edu to set up a tour

WRAL- TV and WRAL GARDENS
2619 Western Boulevard, Raleigh, NC 27606
Peak season for gardens is mid-April.
For tour information contact Nancy Vester or www.wral.com and click on “Contact Us”.

NC DIVISION OF TOURISM, FILM AND SPORTS DEVELOPMENT
Brochures and maps for travel planning; may have speakers available for meetings. Contact: 919 733-4171



Raleigh
Parks

Golden Years Association Resource Manual

SUGGESTED ENTERTAINMENT FOR MEETINGS

CHORUS

Cardinal Singers

elizabeth.cardinalsingers@gmail.com

Contact: Elizabeth Beam: 919-781-5210

No fee, donations accepted.

COMEDIAN

"Down Home Comedy" Clean, funny, & entertaining.
RC has had broad life experiences enabling him to
share hilarious stories and commentary.

RC Anderson - 919-633-4887 Fee charged.

DANCING DIVAS

Precision Rockette Style Dancing

Contact: Beverly Norwood 919-743-3399 or
for more information: ndesign@bellsouth.net

SENIOR CHORUS

The Joyful Chorus

Contact: Peggy Holland, 919-872-2508
or peggy-holland@hotmail.com

No Fee

CHEERLEADING (WAKE SHAKERS AND GUY)

Contact: Bettie Ittenbach - 919-461-1772

HISTORY PRESENTATIONS

Mac McElrath Docent with NC History Museum
and published author 919-233-4528

macandbetty@nc.rr.com no fee

I. *"The North Carolina Story In Song"*

This is a mix of history, humor, fact, folklore,
voice, & auto harp and will present a
lighthearted run through 2
centuries in the Tarheel State.

II. *"Singing on the Rails"*

Listen to train and railroad songs in American
culture. Take a train ride down memory lane and
experience a cavalcade of interesting facts from
railroad lore.

III. *"Duet Ditties for Friends of Folklore"*

This is a look at different types of duets that are
part of our heritage and includes things we
didn't learn in school.

IV. *"Everybody's War"*

North Carolina and World War II

A program that focuses on the home front.
Taking a look at matters funny and sad, bright
and bittersweet, material and spiritual.

V. *"Making Sense in the Land of the Tsunami: Signs & Sounds in Indonesia"*

This presentation gives a brief overview of ways
Indonesian people communicate using signs
& sounds with a fascinating glimpse of
Indonesia itself.

VI. *"Our National Anthems"*

What's that? Anthems? There's more than
one?

VII. *"Westward Ho! Songs Across America"*

Hear folksongs that reflect the pervasive
westward movement in American culture.



Raleigh
Parks

Golden Years Association Resource Manual

SPEAKERS SUGGESTED FOR MEETINGS (HEALTH)

ALWAYS BEST CARE SENIOR SERVICES

Do you need help in choosing an assisted living facility for a loved one or a friend? Stephanie can talk to you about "In-Home Care" as well as "Assisted Living Placement".

Contact: Stephanie Gregory - 919 554-2223, ext. 101

AMERICAN CANCER SOCIETY

Contact: Jeanne Lewis, Mission Delivery Manager - 919-334-5235 for general Cancer info/material

Contact: Tracy Smith - 919-334-5241 for Breast Cancer Relay and any info relating to Breast Cancer Prevention

COMMON HEALTH CONDITIONS IN THE ELDERLY

Person Street Pharmacy, Mike James – 919 832-6432

DOWN EAST HEARING CARE ASSOCIATES

P.O. Box 1513 3009 Village Park Drive, Suite E, Knightdale, NC 27545

Hearing care, rehabilitation services & occupational hearing conservationists. Available to participate at health fairs or speak at club meeting, nursing/assisted living homes, TV programs or other events.

Free on-site ear scans & in-office hearing tests.

Contact: Victoria P. Bottoms, Board Certified Hearing Instrument Specialist - 919 217-6009

FRIENDS OF RESIDENTS IN LONG TERM CARE

This is an independent non-profit organization interested in letting you know that you either are now a caregiver, will be a caregiver, or will need care. Learn about the mission, personal stories, resident's rights, risks involved, factors influencing long term care, issues that impact daily life in long term care. friends@forltc.org

MTM PHARMACY ASSOCIATES

Contact: Dr. Robin Zook, Certified Geriatric Pharmacist, 919-349-1762 or email:

mtmpharmacyassociates@gmail.com

For more information: www.mtmpharmacyassociates.com

HOSPICE OF WAKE COUNTY

(Two weeks notice for a speaker)

Contact: Rich Gwaltney -919-828-0890 or email at rgwaltney@hospiceofwake.org

MEALS ON WHEELS OF WAKE COUNTY

1001 Blair Dr. Raleigh, NC 27603

Mailing Address: P. O. Box 37639 Raleigh, NC 27627

8 am – 4 pm Monday – Friday

Contact: Viki Baker and Alan Winstead - 919-833-1749 or email at alan@wakemow.org or viki@wakemow.org

NC DIVISION OF SERVICES FOR DEAF & HARD OF HEARING

2301 Mail Service Center, Raleigh, NC 27699-2301

Contact: Kay Satterwhite - 919-874-2234

NC DIVISION OF AGING & ADULT SERVICES

Health, Nursing Homes, & State Programs

Available are programs such as Senior Centers; Nutrition; Adult Day Care; Family Care Giver/Support Programs, Providing Speakers for meeting, etc.

For Planning and Information: Main # - 919 855-3400

Leslie Breen, Senior Center Specialist – 919 855-3414

Judy Smith, Senior Center Specialist – 919 855-3421

SENIORS' HEALTH INSURANCE INFORMATION PROGRAM (SHIIP)

Ask for SHIIP help Web Site: www.ncshiip.com

Outreach Coordinator- Marcia Kelly – 919 807-6900

SOLE DIMENSIONS

"Sole Dimensions provides education by qualified individuals to equip Seniors' with knowledge and information about their feet. Through specialized assessment we can recommend footwear and foot support to keep all Seniors active and moving pain-free."

Contact Ellie Penner, Certified Podiatrist - 919 424-6796
Ellie will be glad to give a presentation to your club.

PHYSICIANS MUTUAL INSURANCE COMPANY

Are you confused about the Medicare system? Do you or any of your club members have concerns about your Health Care Coverage? Understand the importance of a Medicare Review by a Creditable Educator. Daymond Wilkins would like the opportunity to provide a Review for you and your club members and answer any questions you may have about Medicare and your options in the future.

Contact: Daymond Wilkins – 919 796-4368

NC DIVISION OF PUBLIC HEALTH

Need a speaker to talk about Fall Prevention, Pedestrian Safety, Elder Abuse, Chronic Disease Prevention and Chronic Disease Self Management?

Contact: Jennifer Woody: 919 707 –5428



Raleigh
Parks

Golden Years Association Resource Manual

SUGGESTED SPEAKERS FOR MEETINGS (GENERAL INTEREST)

ARC OF WAKE COUNTY

1300 St. Marys Street, Raleigh, NC 27605

The Arc works with people with development disabilities and their families. Available speakers can talk on a number of different topics.

Contact: 919 832-2660 or www.arcwake.org

ATTORNEY GENERAL'S OFFICE

"Scams & Fraud" "Identity Theft" "Child Internet Safety"

To request a speaker, call general information

Contact: Carol Young - 919-716-6783 or email

outreach@ncdoj.gov

ENCORE (Continuing Education)

Call a month in advance if you need a speaker to let you know about Encore. 919-515-8971 - Tricia Inlow-Hatcher

FIRE PREVENTION

Raleigh Fire Prevention Bureau

Ron Campbell, Fire Prevention Educator - 919 996-6392

- Press #5

FUNERAL INFORMATION

Mitchell Funeral Home at Raleigh Memorial Park

Contact: Paul Drewitt - 919-783-7128

MONTLAWN MEMORIAL PARK

"The Simplicity Plan"

Contact: Nancy Maron - 919-772-1073

NEWCOMERS CLUB OF RALEIGH

P O BOX 99056 Raleigh, NC 27624-9056

www.newcomersclubraleigh.org

The 1st Friday of each month at 10:00am is an informal Welcome coffee. The monthly gathering is held at the J J Crowder Masonic Lodge #743, NE corner of Falls of Neuse and Durant Rd.

PREFERRED LIVING SOLUTIONS FOR SENIORS

List of topics:

1. Thinking about HOME- When is it time to consider a senior living community?

2. Fit and Healthy the Fun Way - Address aging and health concerns.

3. Beginner Southern: Speaking and Eating in the South for Non Southerners – Not from North Carolina? Join in the fun, samples, and translation.

4. Aging in America- Trends and issues related to growing old in America.

Contact: (919) 554-0675 - Melanie Mattingly

SENIORS AGAINST CRIME – CRIME PREVENTION OFFICER

Raleigh Police Department 919-996-4455

SENIOR RESOURCE ALLIANCE OF THE TRIANGLE

The Alliance is made up of professionals who strive to provide solutions for senior needs by speaking on subjects that affect the lives of seniors. The variety includes: attorneys, financial consultants, senior move managers, mental health services, senior real estate, assisted living, geriatric care management, Medicare supplement, Medicaid planning, in-home care (medical and non-medical), emergency alert services, preplanned funeral arrangements, and daily financial management.

Contact: Cathy Rosebaugh-Jennings - 919-463-7977, ext 105

SOCIAL SECURITY ADMINISTRATION

4701 Old Wake Forest Road Raleigh, NC (Go to web site for speakers) 1-800-772-1213

<http://www.socialsecurity.gov>

SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

SPCA of Wake County

Jan Hill, Volunteer Services Manager - 919-532-2085

Main # - 919-772-2326- or email jhill@spcawake.org

STEVIE ORGANIZING SERVICES

"Simplify Your Life"

Contact: Eileen Stevie - 919-345-2846 or for more information: www.organizeclutter.com

VOLUNTEER SERVICES FOR THE REDCROSS

American Red Cross,

Contact: Sherry Mitchell, Public Support - 919-231-1607

WAKE COUNTY SHERIFF'S OFFICE

Crime Prevention Unit 2300 Law Enforcement Drive, Raleigh, NC 27610

Seniors and Telemarketing Fraud

Contact: Karen Muhammad-Deputy Sheriff First Class - 919 890-7877



Raleigh
Parks

Golden Years Association Resource Manual

SUGGESTED SPEAKERS FOR MEETINGS (GENERAL INTEREST) CONT.

BETTER BUSINESS BUREAU

Communication Specialist, Mallory Schmidt will be glad to speak to your group about scams

Targeting Seniors, identity theft, or go more in depth on specific scams such as charity fraud.

Contact: Mallory Schmidt – 919 277-4220 or email at mschmidt@raleigh.bbb.org

WEATHERIZATION PROGRAM & RESOURCES FOR SENIORS

“Weatherize your home for free! Weatherization seeks to treat your entire home to a cost effective, energy makeover through repair and upgrades to homes for low-income homeowners and some renters. This program has no cost to the homeowner or renter. In Wake County this program is administered by Resources for Senior’s.

“The Mission of Resources for Seniors, Inc is to provide home and community based services so that disabled and senior adults can maximize their independence for as long as possible while remaining in their homes. We are committed to excellence in service and care for individuals and families in our community to a cost effective, energy makeover through repair and upgrades to homes for low-income homeowners and some renters. This program has no cost to the homeowner or renter. In Wake County this program is administered by Resources for Senior’s.”

Contact: Janet Harrison, Resources For Seniors,
Outreach Service Coordinator - (919) 661-6894

SUGGESTED SPEAKERS FOR MEETINGS (FINANCIAL)

ADULT ECONOMIC SERVICES - ELIGIBILITY FOR PLACEMENT IN PRIVATE LIVING, NURSING, & REST HOMES

Wake County Social Services
919-212-7610 - Liz Scott

EDWARD JONES

Topics of interest include:

How to organize charitable contributions

Planning for children and grandchildren’s college funds

Long term care

919-981-0620

FINANCIAL AND ESTATE PLANNING

Brian Orol -919-870-9818 or e-mail:

briano@strategicfpg.com

FOOD ASSISTANCE (FOOD STAMPS)

Wake County Social Services

Sharon Gardei, Program Manager - 919-212-7169

HUMAN DEVELOPMENT & FAMILY ECONOMIC CAPABILITY

Cooperative Extension Service N.C. State University

Contact: Robin Landsman - 919-250-1107

Talks include: *Papers, Piles, & Post-Its, Oh My*

Safety In the Home: Tips for Older Adults

Identity Fraud & Theft

Older Adults and Humor

Being Green can Save Money

Credit : Tool or Trap

Get that Money Monkey Off Your Back

Stretching the Family Budget

Book programs in advance.



**Raleigh
Parks**

Golden Years Association Clubs Constitution and By-Laws

Raleigh Parks, Recreation and Cultural Resources Department

Article I Name

Section 1. The name of this organization shall be the Raleigh Golden Years Association.

Article II Purpose

Section 1. To afford an opportunity for recreation for adult citizens and afford opportunities for leadership and personal growth.

Article III Membership

Section 1. Membership shall consist of all persons 50 years of age and older who affiliate with clubs sponsored by the Raleigh Parks, Recreation and Cultural Resources (Raleigh PRCR) Adult Program.

Article IV Club Meetings

Section 1. Clubs shall meet as set forth in the by-laws.

Article V Amendments to the Constitution

Section 1. The articles may be revised by a 2/3 approval vote of Club Liaisons present on the appointed date for voting.

Article VI Club Calendar

Section 1. The Golden Years Club calendar year will be September 1st thru May 31st. Clubs may choose to meet June-August. BY-LAWS

Article I Organization

Section 1. A club is a basic unit of organization with the leadership provided by the Raleigh PRCR Adult Program and by another organization in the case of joint sponsorship.

Section 2 The Club Liaison shall act as advisor for the club and shall be the liaison between the Adult Program staff and the club members/officers. Club liaisons are expected to attend the Club Liaison Meetings (last Monday of the month, except June/July), or send a representative from their club if they cannot attend themselves. Clubs that do not send a representative to the Liaison Meetings for three (3) consecutive months will be placed on attendance probation. (see Article X Section 1 and 2)

Section 3. The club is responsible for the sponsoring organizations including the club's meeting site or host facility.

Section 4. Golden Years Clubs are encouraged to develop individual club constitution and by-laws. Clubs' constitution and by-laws may not supersede the Raleigh PRCR Golden Years Association Clubs Constitution and By-Laws.

Section 4a. Development and/or changes to the club's constitution and by-laws must be voted on by 2/3 active club members, be reviewed and/or provided to the club members upon a member joining and yearly membership activation to the club.



Raleigh
Parks

Golden Years Association Clubs

Raleigh Parks, Recreation and Cultural Resources Department

Article II Meetings

- Section 1. The club may hold weekly, bi-weekly, or monthly meetings at an area designated by the sponsoring organizations. Regular meetings, on a club basis, may be held monthly during the months of June, July, and August.
- Section 2. Special meetings may be held at such times as agreed upon by the sponsoring organizations and host site.
- Section 3. Meeting attendance shall be turned in monthly to the Adult Program Recreation Manager by the club secretary. (See also Article V Section 3a)

Article III Officers and Term of Office

- Section 1. The elected officers of the club shall be those of president, vice-president, secretary, treasurer, and other officers deemed necessary. At a minimum, every club must have a president, vice-president and secretary. If any collection of monies are involved with the club, an elected treasurer is also required.
- Section 2. All elective officers can be elected for one (1) year with the option to be on the ballot for a second term.
- Section 3. An officer may serve an additional third term if deemed necessary by the nominating committee and Club Liaison; pending approval from the Adult Program director/manager.
- Section 4. The Club Liaison shall be a representative for the Golden Years Club, acting as a liaison between the Adult Program and the club members/officers, ensuring the Raleigh Golden Years Constitution and Bylaws are being followed by the club officers/members.
- Section 4a. The Club Liaison shall be a volunteer (non-elected) on-going position. This position may be filled by, but not limited to, a club member. The club has the ultimate responsibility to fill this position. The Adult Program staff will assist the club officers in the recruitment of a volunteer through the City of Raleigh Volunteer Service Program.
- Section 4b. The Club Liaison will follow the Club Liaison General Duties and Guidelines and must complete and pass a City of Raleigh background check each year. Section 4c. The Adult Program director/manager must approve all Club Liaisons and has the final decision to terminate the Club Liaison of their volunteer duties.

Article IV Elections

- Section 1a. The president shall appoint the chair of a nominating committee. The nominating committee chair will then seek three (2-3) additional club members plus the Club Liaison to serve as a nominating committee during the spring (March-May). The nominating committee shall present a ballot of all individuals nominated for all offices. Persons nominated to serve as a club officer must be a current active member of the associated club.
- Section 1b. The Nomination Committee shall contact all active club members for request of nominations of officers. All nomination recommendations must be kept confidential.
- Section 2. The election of officers shall be held annually in May and officers shall take office in June. Those clubs that follow their sponsor organization calendar must have prior approval from the Adult Program staff.
- Section 2b. Incoming officers and committee members shall use the summer months (June, July and August) for planning.



Raleigh
Parks

Golden Years Association Clubs

Raleigh Parks, Recreation and Cultural Resources Department

- Section 3. The election of officers shall be by acclamation, or if more than one candidate is nominated, by the raising of hands or written ballot (this is the preferred method). The person receiving the highest number of votes of those present at the time of election shall be declared elected. Only active club members may vote in elections.

Article V Duties and Powers of Officers

- Section 1. The president shall preside at all meetings, voting only in order to break a tie, appoint committees, work with committees when requested to do so, and serve on the club's planning committee.
- Section 2. The vice-president shall preside at all meetings in the absence of the president, serve for the unexpired term of the president in the event he or she vacates the office, shall act as program/trips committee chair, and responsible for ensuring that all club members and guests have a current Raleigh PRCR Release and Indemnity Form as well as the form for each member/guest are available throughout the trip for emergency purposes. Section 3. The secretary maintains an accurate record of business transactions at all meetings, takes monthly attendance, attends to all club correspondence including sympathy and get-well cards (if the club does not have a Sunshine Committee), and prepares the Golden Review Report (if the club does not have a reporter), submitting the information by the 15th of the month via email.
- Section 3a. The secretary is responsible for providing monthly meeting/activity attendance to the Club Liaison for submission at the monthly Club Liaison meeting or by email to the Adult Program Manager. Failure to submit the monthly club attendance report to the Adult Program Manager may cause the Golden Years Club to be placed on probation. (See also Article II Section 3)
- Section 4. The treasurer shall maintain an accurate record of all incoming and outgoing monies and make reports to the club at club meetings. The treasurer (and/or assistant treasurer if elected) is also responsible for the club membership (if the club does not have a Membership Committee), collection of and depositing of membership dues, club trip fees, and other monies related to club functions.
- Section 4a. The treasurer will provide written documentation of all monies collected from the club members (by written receipt or member initial of logbook). Section 5. The chaplain/devotional reader, if appointed, is responsible for the devotional at all regular meetings.

Article VI Membership

- Section 1. Members must be fifty (50) years of age or older by January 1 of said year and may attend up to three meetings as a visitor before becoming a full member.
- Section 2. Individuals may join any of the clubs sponsored by the Raleigh PRCR Adult Program. A person may belong to one or more clubs but will be required to pay each club's membership dues (if applicable).
- Section 3. Individuals shall attend at least 2/3 of schedule meetings annually unless absence is due to illness, trips, or an emergency in order to remain on the active membership list. This attendance policy should be determined, and may be modified if needed, by the club's officers and Club Liaison for each individual club.
- Section 4. Clubs that wish to affiliate with the Adult Program must be approved and affiliated no later than October 15th to be eligible to attend the Golden Years Holiday Celebration in December.



Raleigh
Parks

Golden Years Association Clubs

Raleigh Parks, Recreation and Cultural Resources Department

- Section 5 Individuals must be an active member, and have paid dues if applicable, of an affiliated Golden Years Club of the Adult Program as of the last Monday of October to be eligible to attend the Golden Years Holiday Celebration in December.
- Section 6 Club members shall complete the Raleigh PRCR Release and Indemnity Form for each Golden Years Club in which they are a member. The form must be updated each year. Club members who choose not to complete a Raleigh PRCR Release and Indemnity Form are unable to go on a Golden Years Club trip or attend the Golden Years Celebration.

Article VII Membership Dues and Monies

- Section 1. An annual dues payment of \$10-15 is suggested, however, the amount of annual dues for each club is determined by majority vote by the club members. Collection of dues should be done annually or semiannually to reduce paperwork and aid in maintaining clear record-keeping for the club treasurer (and/or assistant treasurer if elected).
- Section 2. Additional monies will be collected or raised according to club needs as approved by the club.
- Section 3. All Golden Years Clubs that collect monies (dues, trips, and fundraiser) must establish a club bank account and deposit the previously mentioned monies into this account. This account must be in the Golden Years Clubs name with the club president and treasurer as the signatures for the account. If the club president and the treasurer are related or in a relationship, the vice-president will then take the place of the president on the account.
- Section 3a. No individual's social security number may be linked to the clubs account. The provided Golden Years Club tax i.d. must be used for said account.
- Section 4. Clubs sponsored by a church may use the church bank account instead of creating a Golden Years bank account. The club treasurer shall continue to follow the duties of the office as noted in Article V Sections 4 and 4a.
- Section 5. An end of year Golden Years Club financial audit shall be completed at the end of the club's calendar year. The Auditing Committee, with the outgoing treasurer and Club Liaison are to review all financial records including, but not limited to, bank records, receipt books, receipts, and log books to ensure all incoming and outgoing monies are accounted for and determined as an appropriate expense. Clubs that use a church sponsored bank account must include the church's treasurer in the financial review.
- Section 5a. An end of year Golden Years Club audit report/letter shall be submitted to the Adult Program director/manager by the last Monday of August. This report does not require any notation or documentation of monies or account balances. The report/letter must be signed by the Golden Years Club outgoing and incoming: president, treasurer, club liaison and all members of the audit committee. All Golden Years Clubs that fail to meet the report requirements shall be placed on probation as a Golden Years Club until requirements are met.

Article VIII Required Committees - These committees are appointed by the President and/or Executive Committee. The number in parenthesis is the number of committee members required.

- Section 1. Nominating- Prepares a slate of officers for the coming year. (2-3 plus the club liaison)
- Section 2. Auditing- Reviews banking books and records each May for checks and balances. (1-3 plus the club liaison)



**Raleigh
Parks**

Golden Years Association Clubs

Raleigh Parks, Recreation and Cultural Resources Department

- Article IX Suggested Committees** - These can be formed at the discretion of each club and are appointed by the president and/or executive committee. The number in parenthesis is the suggested number of committee members.
- Section 1. Birthday and Refreshments-** Provides cakes and prepares decorations. (2-3)
 - Section 2. Telephone Tree-** Makes calls as deemed necessary by the president and/or executive committee. (2-5)
 - Section 3. Visiting and Sunshine-** Phones and visits, if advisable, all sick or shut-ins. Sends sympathy/get well cards and flowers; if not the responsibility of secretary. (3-5)
 - Section 4. Clean-Up-** Responsible for tidying meeting space after each club meeting and special functions. (3-5)
 - Section 5. Program-** Assists president in planning programs (2-5).
 - Section 6. Publicity-** Sees that the club receives publicity in the local papers and keeps scrapbook and/or bulletin board of club news (2-4).
 - Section 7. Reporter-** Sends in reports for the Golden Review; if not done by the secretary. (Due on the 15th of the month)
 - Section 8. Membership-**Responsible for recruiting new members, gathering and maintaining accurate member information, create/update the club membership book, develop/maintain a club membership email list and keeping all club members information confidential. The club email group list may not be used for any other purpose outside of the club business and may not be shared with any agency/individuals outside of the club's active members. All email addresses must be placed in the "bcc" section of an email when mailed out to maintain confidentiality.
 - Section 9. Trips-** Assists vice-president in planning club trips/outings for club members and responsible for ensuring that all club members and guests have a current Raleigh PRCR Release and Indemnity Form as well as the form for each member/guest are available throughout the trip for emergency purposes.
 - If using a Raleigh PRCR vehicle: responsible for reserving a Raleigh PRCR vehicle with a submission of a Vehicle Request Form to the Adult Program Manager, responsible for securing an approved Adult Program driver, ensures the Mileage Reporting Form is filled out and signed by the driver while on the trip, and works with the club treasurer to submit payment for department vehicle usage with the guidance of the club liaison (2-3).
- Article X Probation - Club or Member**
- Section 1.** Neglecting to follow the Raleigh Golden Years Association Clubs Constitution and By-Laws by a Golden Year Club/member/officer will cause the club/member/officer to be placed on probation by the Raleigh PRCR Adult Program staff. Each incident will be reviewed on a case-by-case basis by, but not limited to, Raleigh PRCR Adult Program staff, the club liaison/club representative and an unbiased 3rd party.
 - Section 2.** The club/member/officer will not be allowed to affiliate with the Raleigh Golden Years Association until the terms of the probation are met.



Month (s)/Year: _____ Name of Club: _____

[illegible]

Attendance must be turn in attendance for all meetings, outings and trips. Attendance may be turned in monthly or bi-monthly. ON BACK PAGE UPDATE NEW MEMBERS, OR MEMBERS WHO HAVE MOVED OR PASSED AWAY. Submit attendance to Carmen.rayfield@raleighnc.gov or at the monthly Leaders Meeting.



Raleigh
Parks

Raleigh Golden Years Club MONTHLY ATTENDANCE

New Members This Month

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____

__New __moved __deceased Name: _____ Phone: _____

Address: _____ City: _____ Zip _____



Raleigh
Parks

Golden Years Club List

Asbury Joy Club

Asbury UMC
6612 Creedmoor Road
3rd Thursday, 11am
Sep-May: trips, meals, speakers
Susan (919) 624-1603

Fellowship Club

West Raleigh Presbyterian 1016
Deboy Street
2nd/4th Tuesday, 10am
Sep - May: speakers, meals,
trips
Brenda (919) 208-0925

Fifty-Five Plus Club

Anne Gordon Center
1901 Spring Forest Road
Wednesdays, 10am
Sep-May: speakers, cards, trips
June-Aug: cards only
Staff (919) 996-4720

First Cosmopolitan Club

First Cosmopolitan Baptist 1515
Cross Link Road
3rd Wednesday, 1pm
Sep-May: social, trips, cards,
speakers
Gene (919) 622-1448

First Friday

Five Points Adult Center
2000 Noble Road
Mon-Thur, 10:00am
Yearly: social, crafts
Almatha (919) 266-9597

Go-Getters Club

Federal Coastal Credit
7415 Creedmoor Road
2nd/4th Thursday, 10am
Sep-May: trips only
Lauren (919) 612-5164

Golden Eagles Club

Top Greene Center
401 MLK Jr. Boulevard
2nd Wednesday, 11am
Yearly: speakers, meals, trips
Troy (919) 996-2730

Golden Circle

Wilson Temple UMC
1023 Oberlin Road 3rd Wednes-
day, 11:00am
Sept-May: social, speakers,
lunch, trips
Phylliss (919) 827-5371

Golden Jewels

St. Paul AME Church
402 W. Edenton Street Wednes-
days, 10am
Sep-May: speakers, trips
Vallarie (919) 789-3366

Grand Age Club

Hayes Barton United Methodist
2209 Fairview Road
Thursdays, 11:15am
Sep-May: speakers, meals, trips
1x month in the summer
Margie (919) 280-4840

Hi-Milers

Marsh Creek Comm. Center
3050 N. New Hope Road
2nd Tuesday, 10:00am
Aug-June: speakers, meals,
trips
Lianne (919) 880-7409

Keenagers

White Memorial Presbyterian
1704 Oberlin Road
Thursdays, 10:30am
Sep-May: social, speakers,
lunch, trips
James (984) 255-5487

Lake Lynn Seniors

Lake Lynn Comm. Center 7921
Ray Road
Tuesdays, 10am
Sep-May: speakers, meals, trips
Kathy (919) 349-8905

Lions Park Club

Lions Park Comm. Center
516 Dennis Avenue
1st Wednesday, 10am
Sep-June: speakers, meals,
cards, trips
Christie (919) 996-4726

NRUMC—Joy Club

North Raleigh UMC
8501 Honeycutt Road
1st, 2nd, 3rd, 5th Wed, 11am
Yearly: speakers, meals, trips
Cletha (919) 606-1812

Pullen Park Club

Pullen Park Comm. Center 408
Ashe Avenue
Wednesdays, 10am Yearly:
cards
Jane (919) 650-3395

Quail Hollow Club

Eastgate Park
4200 Quail Hollow Drive
Mondays, 9:45am
Sep-May: speakers, meals,
cards
Susan (919) 418-4140

St. Francis of Assisi 55+Club

St. Francis of Assisi Parish
11401 Leesville Road
2nd & 4th Wednesday, 11:30am
Yearly: speakers, meals, cards,
trips
Kathy (919) 272-4442

St. Joseph Happy Hearts

St. Joseph Catholic Church
2817 Poole Road
1st Wednesday, 1pm
Sep-May: speakers, meals, trips
Liz (919) 872-2917

Smiling Age Club Biltmore

Hills Comm. Center
2615 Fitzgerald Drive
Tuesdays, 10am
Sep-May: speakers, trips
Mary (919) 755-1086

Snappy Seniors

Marsh Creek Comm. Center
3050 N. New Hope Road
1st and 3rd Monday, 10am
Sep-May: speakers, meals
Nancy (804) 921-5465

Tarboro Road Movers & Shakers

Tarboro Road Comm Center
121 N. Tarboro Street
1st/3rd Monday, 10:30am
Sep - May: speakers, meals,
trips
Chris/Sherri (919) 996-6505

Touch of Love

St. Matthew Baptist Ch.
5410 Louisburg Road
Wed after the 2nd/4th Sun
10:30am
Sep-May: speakers, meals, trips
Dee (919) 630-0320

Watts Seniors

Watts Chapel
3703 Tryon Road
3rd Tuesday, 10am
Sep-June: social, speakers
Ella (917) 589-2566

Worthdale Walkers Club

Worthdale Comm. Center
1001 Cooper Road
Thursdays, 11am
Sep-May: social, trips, speakers
Troy (919) 996-2730

Young at Heart Club

Five Points Adult Center
2000 Noble Road
2nd/4th Wednesday, 10am
Yearly: speakers, meals, trips
Brenda (919) 834-8170