

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, August 11, 2008**

Present: Edie Webb, JoAnn Stade, Harold Matthews, Suzanne Bruner, Sally Schirk-Ehrlich, Alderman Paul Neumyer and Catherine Kiener, Director.

Suzanne Bruner called the meeting to order at 7:00 PM.

1. Mrs. Webb moved to approve the July 14, 2008 minutes. Mrs. Schirk-Ehrlich seconded the motion. Motion carried.
2. No one present for public comments.
3. Mrs. Stade moved to accept the July bills. Mr. Matthews seconded the motion. The Director stated the electric bill is lower this year than last. The air conditioner is being kept at 74 degrees this year. Mrs. Stade asked what the light bulbs were for, they are for the older emergency lights. Motion carried. Alderman Neumyer noted that he spoke with the City Administrator and the Commission does not need to approve the bills on a monthly basis. The Commission will begin reviewing them less frequently (quarterly or biannually).
4. Mrs. Stade moved to accept the Senior Center Financial summary for July. Mrs. Webb seconded the motion. Discussion was on the check for the Garden which was part of the Sturgeon Bay trip expense for the private garden tour. Motion carried.
5. Unfinished Business
 - A. Mrs. Stade moved to keep the same status of Chairman & Secretary. Alderman Neumyer seconded the motion. Mrs. Bruner agreed to accept the Chairman position. Motion carried.
 - B. The Donor plaque for the Courts has been ordered and Park & Recreation will install it.
 - C. Home Depot was sent a letter requesting an in kind donation of the timbers for the extension of horseshoe backstop. Director will follow up.
6. New Business
 - A. 2009 City Budget – The Director gave an overview of the budget timeline as it relates to the Commission. She reviewed the utility increases of 15% for gas, electric, and water, in the budget sheet from the City Administrator. Overall, the budget can not exceed a 3.8% increase. There is not a percentage increase listed for insurance. Alderman Neumyer will speak to Administrator, Mr. Grams about the capitol budget needs for the Center.
 - B. 2008 Budget reduction of 1% was requested by the City Administrator from all departments to assist with cost of snow removal and gas that has negatively impacted city budgets. Mrs. Kiener met with Mr. Grams to review the senior center \$900.00 reduction.

The result was to take \$200.00 from building maintenance and 700 from heating as the budget projection is over 1,000 under budget.

7. Director's Report

A. The Senior center audit was complete with no major errors noted. The group of 3 spent 1 ½ days on the audit. The group noted that the more involvement of people has increased the office workload for the staff. The Director is waiting for their letter showing a good audit.

B. Aug/Sept Events & Trips

1. The Lakeside Tea Society will host a member of the herb society, Jerry Kovatch on Wed. Aug. 20 with a Dutch tea in September.

2. Senior Center month in September will feature a highlight of programs from Strength Training to Game Day to closing with the music of member Helen Seidel on Accordion.

3. The picnic was well attended although slightly less than last year with excellent donations of paper products. The converted dollar amount will be included in the annual report.

4. The Ozaukee Bank & Rotary Ice Cream Social was well attended. The day was perfect and positive compliments were received.

C. Director's Comments – Bob Zuba memorial money helped purchase a shade tent for the bocce courts, new bingo cards, and new pool table covers, with a portion going to the Friends account for the new building needs.

Meeting adjourned at 7:40 PM. Next meeting is Monday, September 8.

Respectfully submitted by Catherine Kiener, Director/Secretary