

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

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

Present: Edie Webb, Warren Haseley, Harold Matthews, Suzanne Bruner, JoAnn Stade and Catherine Kiener, Director. Excused: Alderman Neumeyer

1. Mr. Haseley moved to accept the minutes with two grammatical corrections. Mr. Matthews seconded the motion. The Corrections under item 6 Directors Report B1 the sentence should read: Guliver's Travels or Day at the Domes was added for Mon. Feb. 25<sup>th</sup> and May 7 we will have 15 seats and share a bus with Cedarburg to Body Worlds at the Milwaukee Public Museum. The second correction is under item 6, C3 it should read: Several names have been suggested and are being contacted. Motion carried.

2. Mr. Matthews moved to approve the bills to be paid by the city. Mrs. Webb seconded the motion. Director mentioned that there are copies of 3 utilities from 2007 and then the 2008 items. The spend down sheet is incomplete as the excel formulas need to be entered. Discussion was under building maintenance as there were expenses for salt in January. Ms. Stade brought up the driveway access to lower level not being cleared. The Director will contact the street department. Motion carried.

3. Review of Senior Center Financial Summary moved by Ms. Stade and seconded by Mrs. Webb to approve. Discussion was on the cell phone use as revenue. The Director pays for the units used personally. Mr. Haseley brought up the newsletter advertising amount as very good. Mrs. Kiener stated that it should have been listed as 2008 ads from First Realty Jim Olson and Barb Kobishop. The 120.00 is 2007 from Ozaukee Bank.

The second question came regarding the mileage reimbursement amount. The center uses the IRS amount which is \$.50.5 per mile. Motion carried.

4. Unfinished Business

A. Capital Projects – The architect has billed about 95% of the project. The money was carried over to this year. Mr. Mike Ehrlich from Haag Mueller has to finalize the financial cost and review the status of the drains to determine if they can be abandoned. He is working on the Community Center concept as well. He will set up a meeting soon.

The 2008 project will be repair of the lower access via the driveway so will not be started until spring.

B. Draft copy of the annual report was distributed. The dollar sign indicates a portion that is completed. The highlights include the number of new members at 57. The goal was 50 for 2007.

5. New Business

None

6. Director's Report

A. Senior Board Items – none

#### B. Feb/March Events & Trips

1. Day trips are set with a few openings for the Domes on Feb. 25. The body Worlds trip was added for May. A few seats left for the Fireside Anything Goes show.
2. Lakeside Tea Society – Feb will be International Tea and March will be a Welsh Tea.
3. Physical Activities – no news to report
4. Chili Supper and memorial pool tournament will be Mon. March 17 with the Memorial Tournament in memory of Bill Bley.

#### C. Director's Comments

1. Strategic Plan – Discussed briefly under the Capital Budget item.  
Friends of the Senior Center submitted the Federal 501C-3 forms with the Treasurer signing on Friday. Watch for more information.
2. Brenda Te Beest was hired as the new assistant last week. She has a diverse background to add to the position.

Commission on Aging Chairman Suzanne Bruner mentioned that the March Park and Recreation Board Meeting will have a presentation on the need for the proper fencing for horseshoe fencing with an estimate from Home Depot who will look at site Feb. 29. The Director mentioned to inquire about them donating the materials through corporate charitable giving policy.

Mr. Matthews moved to adjourn at 7:55 PM.