

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, August 10, 2009**

Present: JoAnn Stade, Suzanne Bruner, Sally Schirk-Ehrlich, Edie Webb, Alderman Mike Ehrlich, and Catherine Kiener, Director. Excused: Mike Kraus and Harold Matthews
Suzanne Bruner called the meeting to order at 7:05 PM.

1. Ms. Stade moved to approve the July 13, 2009 minutes. Mrs. Webb seconded the motion. Motion carried.

2. Mrs. Schirck-Ehrlich moved to accept the Senior Center financial summary for July and Mrs. Stade seconded the motion. Discussion on the trip refund, picnic listing, and missing dates for the deposits. Correction will be made. Motion carried.

3. Unfinished Business

A. The Capital project of window replacement was reviewed. Only one bid received after the date. The Director will check on the process with City Administrator. Mrs. Webb moved to accept the bid contingent on approval by the City Administrator. Mrs. Stade seconded the motion. Motion carried.

B. The Director has assumed most of the duties of the Assistant. This has meant some shortcuts for planning, marketing, and follows up of all duties. The hours put in have exceeded the usual comp for the Director. The meeting is not scheduled. The Commission members support the position they took the preceding months. They would like to see the Assistant position filled before the end of the year. Mrs. Webb provided a list of possible seniors to attend the personnel committee when it is scheduled.

4. New Business

The 2010 budget directions for preparing 2 budgets was reviewed. A preliminary budget with no more than a 2% increase was distributed for review. The initial work shows that \$571.00 will need to be trimmed. A zero percent budget will be distributed in September.

5. Director's Report

A. Senior Board items: They will be thanking the Fair participants for their efforts and representation of the Senior Center.

B. Aug/Sept Events & Trips

1. Badger Tour has planned some of the trips this year so we are finding small trip items to tweak when working with bus companies. Most of the feedback has been positive and the Czech it out trip was very good. Port may have sold more seats if we could have promoted the location, Kewaunee County.

2. Events: Fair items on display another week in showcase

3. Senior Center month theme is: Senior Centers Make Connections

C. Director's Comments

1. Site Selection Committee will meet Thursday and attend the Park & Rec meeting. The group is narrowing selections outside the downtown. Public information meetings will be held Sept. 12 & Sept 15.

2. Other: A potential student has contacted the Director to complete an internship at the Port Senior Center.

The horseshoe courts are complete and Mrs. Webb shared that the players are happy with the results.

Meeting adjourned at 8:05 PM.