

**CITY OF PORT WASHINGTON  
COMMISSION ON AGING MINUTES  
Monday, July 13, 2009**

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

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

1. Ms. Stade moved to approve the June 8, 2009 minutes. Mrs. Webb seconded the motion. Motion carried.
  
2. Alderman Ehrlich moved to accept the Senior Center Financial Summary for June with the typographical correction of check #3284 "Costoc" to Costco. Ms. Stade seconded the motion. Discussion was on the line for candy & soda, was it from a machine. It is just an honor system of collecting what is spent to replenish soda & candy with any extra funds going to the Spring Fling. Motion carried.

3. Unfinished Business

A. Specifications for the Capital budget item: The city engineer reviewed the document with suggestion on improving the window description. Alderman Ehrlich will give input. Commission members suggested sending a photo of the windows with the letter. There were 5 recommendations on where to send the proposals. The suggestion was made to have the historical society architects review the proposed windows for approval.

B. Update on the Assistant Position

The Director indicated the assistant duties are falling to the Director and it is difficult to fulfill the Director duties with an additional position 10 hours work added. The personnel committee is reluctant to fill the position and then cut it from next year's budget. Mrs. Webb and Mrs. Sandy Lanser attended the meeting with the Director. The Director was asked to submit a grant request to Potawatomi for funding the position and to check into workforce development for a summer youth. The Workforce summer program is filled for the year and the Senior Center is on a list to receive information for next spring; the only other option they have is for filling positions that are currently funded. The Potawatomi denied the grant application as it was for a position.

The Commission supported Ms. Stade suggestion to have a follow up meeting with Personnel to inform them of the results of the tasks they requested. The Commission members stated the "Mayor's Commission on Aging has recommended the position be filled". The Commission also wants more specifics given the personnel committee on the various revenue already generated by the senior center that pays for center supplies not paid for through any city budget/taxes. This will call attention to the total revenue picture of the Center.

4. No new business

5. Director's Report

A. An update on the open assistant position was given with several Board Members planning to call their alderman.

B. Picnic will be held July 16 with assistance from 2 Heritage staff members.

C. Director's Comments

1. Site selection committee update on the presentation to Park & Rec on possible open park land was given. There were some positive comments from the Park & Rec Board on the committee's ideas.

2. Director will be taking additional vacation days in July in and August.

6. Meeting adjourned at 8:00 PM.