

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, June 8, 2009**

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

Suzanne Bruner called the meeting to order at 7:20 PM.

1. Alderman Ehrlich moved to approve the April 20, 2009 minutes. Ms. Stade seconded the motion. Motion carried.

2. Alderman Ehrlich moved to accept the Senior Center Financial Summary for April after a brief overview by Director Kiener. Mr. Kraus seconded the motion. Discussion was on the cash variance line. Mrs. Kiener stated the city treasurer indicated the term due to the multiple office volunteers accepting various payments that some weeks the Center is over a few dollars and sometimes under a couple of dollars. Mrs. Bruner stated that overall; the amount is usually a positive. Motion carried.

Ms. Stade moved to accept the May Senior Financial Summary with Mr. Kraus for the second. The procedure for calculating city revenue was overviewed. Motion Carried.

3. Alderman Ehrlich moved to approve the second quarter bills for 2009. Mr. Kraus seconded the motion. Discussion occurred on the phone bill with Commission Chairman Bruner explaining to Alderman Ehrlich that the bill represented only 5% of the city bill. Ms. Stade questioned a building maintenance bill for plumbing repairs that were to fix two ladies toilets that were not shutting off. Motion carried.

4. Unfinished Business

Mrs. Bruner asked about the horseshoe courts. Mrs. Kiener stated the project will occur with or without home depot donation by end of June.

5. New Business

A. Election of Chairman & Secretary – Ms. Stade nominated Mrs. Bruner for Chairman and Mrs. Kiener for Secretary. Ms. Stade moved for a unanimous ballot and Alderman Ehrlich seconded the motion. Motion carried.

B. The Capital project is the window replacement for the main room. The project will be sent to potential contractors once the specifications for the bid are drawn up. Mr. Kraus suggested the Director work with the City Engineer to draw up the specifications. The current awning style window should be replaced with a double hung window to match the architectural feature of the original windows. Alderman Ehrlich will speak with the city planner Mr. Tetzlaff to determine if there are any codes relating to the historical designation the building received this year. Possible contractors to send bid documents to were mentioned from Alderman Ehrlich & Mr. Kraus.

C. The Assistant Position was discussed at the special meeting on June 1. The minutes were distributed with the agenda and need approval. Ms. Stade moved to approve the minutes with corrections to name spellings and a bulletin point on page two related to vacation. Alderman Ehrlich seconded the motion. Motion carried.

The personnel committee has not set a date for a meeting in June. The Director will notify the Chairman and committee when it is announced.

6. Director's Report

A. The Board is working on planning the July 16 picnic.

B. June/July Events & Trips

1. Day trip: July Witnesses trip was combined with Cedarburg so the date was changed from the 30th to the 17th. There are 6 from Port who will attend.

2. Wellness & Physical Activities

a. Tai Chi is very successful. The instructor would like to schedule the class with payments quarterly. It may outgrow the space, but we are working to keep the program on site. They may do some summer classes in the lower level driveway

b. Bocce Ball was scheduled to start last week. Director will follow up on the picnic tables being dispersed.

3. Special Events

a. Ozaukee Senior Games are under way with 90+ participants.

b. Ozaukee Senior Conference will be June 16 at Grafton High School. The Director is on the planning committee and receives a discounted display booth, this year is actually free. The Director will be there 7:00 – 3:30.

C. Director's Comments

1. Site Selection Committee

The next meeting is June 25 at 8:00 AM. The May meeting a variety of properties were discussed and eliminated as two small. The second weekend in August is a target date for the Committee to host a community listening session. A staff from Ozaukee Press called to inquire on an update.

2. Spring Fling – This year participants were asked to complete a survey to help determine if location, time, and potluck were still preferred for the event. The majority of surveys came from first time attendees and overwhelmingly confirmed keeping the event as it is structured.

3. The Director has vacation scheduled later in the month.

Meeting adjourned at 8:15 PM