

**CITY OF PORT WASHINGTON  
COMMISSION ON AGING MINUTES  
Monday, August 8, 2011**

Present: Suzanne Bruner, JoAnn Stade, David Owens, Sally Schirk-Ehrlich , Edie Webb, and Catherine Kiener, Director.

Excused: Alderman Mike Ehrlich, Mike Kraus

Meeting was called to order at 7:00 PM

1. Minutes were corrected to show that Mrs. Webb was present in June. Mrs. Webb moved to approve the minutes and Mr. Owens seconded the motion. Motion carried.

2. Senior Center Financial Summaries

A. Mr. Owens did not receive the packet of corrections from Dec 10 – April 11 to review. Item tabled.

B. May, June, and July summaries were reviewed for questions and comments. The change was in a deposit for Port State Bank; a check written in May and recorded for Badger tour and travel as 475 was actually 75. Ms. Schirk – Ehrlich asked what the county fair expense related to and it was for the paper entries for members of the Firehouse Friends open and senior class exhibitors from the Center. Ms. Stade moved to table and Mrs. Ehrlich seconded the motion. Motion carried.

C. The Commission encouraged keeping a financial record of the expenses paid by the Senior Center for the new location. To date a memorial was given for a new small soda refrigerator near the pool tables (\$300.00) and 40 new chairs and movable stackers (2,772.20). The Friends will fund a clavino electric piano.

3. Review of the city bills paid for the quarter ending July 31, 2011

Ms. Stade questioned why is the Center budget and not general city paying for the vacant city owned building on Pier St. Ms. Stade moved to reject, not approve, the bills for the city due to the Pier Street utility bills after the move date. Mrs. Webb seconded the motion. Further discussion on the will was on the Spy Glass consultant fee and keeping a separate log of moving costs. Ms. Stade noted the Commission on Aging concern is for the operation of the Center and the operation is now at Foster Street. Mr. Owens commented it is reasonable to assume Pier St. be backed out of the utility bills after the move date. Ms. Stade and Mrs. Webb asked for a Finance Committee member to attend the next meeting to clarify. Motion carried.

4. (listed on agenda as second 3) Old Business

A. The Eagle Scout is planning to take the sign concept to the plan commission meeting in August. He is beginning to seek major funding.

B. The alarm system is still being addressed and AT&T was contacted by Administrator Grams to look into the problem.

5. (listed as 4 on agenda) New Business

B. New Building updates: Mud jacking was completed last week at both entrances. Still waiting for the ordered desk.

C. A brief review of the 2012 guidelines was given including the retirement deduction of 5.8% from employee gross pay that begins in August.

1. Capitol Items – The age of the copy machine is 10 years. It has exhibited problems which have increased since the move. Ross Imaging prepared a quote on 2 different machines for review for the 2012 budget. The cost sheet was distributed to members. Will a new copier be a 2011 model or 2012? What is the more annually amount? A question on life expectancy of the machine was asked. The machine is at the end of its life, parts may be available for another year.

6. (listed as 5 on agenda) Director's Report

A. Senior Board Items: By-Laws of the Senior Center do not address what to do in the case of a tie. The Director has been reviewing standard practice in the field and other ways to decide the tie.

B. Aug/Sept Events

1. Lakeside Tea speaker Aug is Deb from Wardrobe Safari and Zing. The Sept. speakers are mother & daughter from the sisters who wrote Penny Loafers and bobby pins which will also be Senior Center month celebration event.

2. 2012 Trip planning is starting with Grafton & Cedarburg. The 2011 Packer trip is still unknown but may cost more due to increase in ticket prices for the Super Bowl Champions.

3. Wellness Activities – Zumba next session will increase in numbers; a new beginner Tai Chi class at 11:45 will be starting in September.

4. Special events –

a. The Firehouse Friends had 3 merit awards and 18 first place ribbons.

b. The ice cream social is on target to have 100 plus attendees.

c. The theme for September is My Senior Center

C. Director's Comments

Mike Kraus resigned by telephone as he moved to Mequon this year. The Director will notify the Mayor for a new appointment.

Meeting adjourned 8:30PM. Next meeting Sept. 12, 2011 at 7:00 PM.