

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES**

Monday, Sept. 9, 2013

Present: Suzanne Bruner, David Owens, Steve Broyles, Alderman Bill Discroll, Edie Webb, Beth Smyth, Sally Schirk-Ehrlich and Catherine Kiener, Director.

Meeting was called to order at 6:05 PM

1. Correction made to August minutes, under “New Business” Motion was seconded by Mrs. Smyth NOT Mrs. Schirk-Ehrlich, who was not in attendance. Motion to approve minutes & correction by Mrs. Webb and seconded by Mrs. Bruner. Motion carried.

2. The Financial summary for August, discussed Clarification on check #4248 as well as what restrictions came with the memorial from Cal-Ford. It was stated some funds to Green Felt remainder to the sound system. The motion by Mrs. Webb is to approve the August summary as presented. Motion seconded by Mr. Broyles. Motion Carried.

3. Unfinished business:

A. Ad-Hoc: If approved by City, looking to get a professional opinion to place a strategic plan into effect to aid in the decision when lease is up. Lease began 3yrs after city began working on building, which is Catherine’s understanding. Catherine has a copy of the lease available for review.

B. Approval of 2014 projected budget. It did not include extra hours for Assistant. Took current amounts in the budget and added any expected increase to calculate 2014 budget for building maintenance, phone, gas & elevator maintenance. In March 2014 the phone contract will change so we expect to see a savings in telephone. New life Insurance figures-revised due to a lower premium. A less than 1% increase for the Senior Center budget for 2013-2014. Technology committee meeting may be upgrading computer system, no specifics known at this time. There was a discussion about the Elevator maintenance contract with Schindler Elevator that the higher contract amount is lie an Insurance Program that covers repairs when you have them. You may pay for 1 or 2 or more years before having a repair and it saves the cost in the long run. Commission members discussed best option and decided to look at adding funds to Contract having more maintenance coverage starting May 2014. Motion to increase Elevator fund by Mr. Owens. Seconded by Mrs. Schirk-Ehrlich. Overall budget adoption for 2014, Motion by Mrs. Bruner, seconded by Mrs. Webb. Unanimous approval of the 2014 budget.

4. New Business:

A. Alderman Driscoll updates Commission members on Coal Dock festivities weekend of Sept 28. It is no longer legal to feed the ducks or any migratory bird. Approved zoning for Adult Day Care at Christ the King. Also approved soil testing on the bluff. Reviewed a letter Alderman Driscoll wrote to the Editor, encouraging people to contact the Senator, to help fix the break wall. It is in terrible shape and it’s feared they may have to close it from a liability standpoint. The cost to fix it is unknown at this point.

B. Discussion and Motion of Elevator under 3B

5. Director’s Report

A. PWSC has partnered with Culvers on Sept. 30th as a fundraiser, with 10% of total PWSC sales given back to the center for new exercise equipment and event/game prizes! The center is in need of a Sound System. Catherine is looking around for estimates. Ald. Driscoll knows of someone who does this work on the side, will speak with him and let us know.

B. Upcoming Events

1. Victorian Tea in Tea Magazine. Great National Exposure!
 2. Trips: Need several more people for the Celebration Belle Trip Oct. 3.
 3. Wellness: Still looking to fill the Arthritis class with a new instructor. Catherine sent an email to Instructors in the area, certified through The Arthritis Foundation.
- C. Comments from the Director: Sept 17th Catherine will speak at Council meeting on Senior Center behalf. Come show support!

6. Adjournment at 6:50 PM

Next meeting Oct. 14, 2013

Respectfully Submitted,
Beth Smyth, Commission on Aging Secretary