

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, April 14, 2014**

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

Meeting was called to order at 6:05 PM by Mrs. Bruner

1. Approval of March minutes -Motion to approve by Mrs. Schirk-Ehrlich and seconded by Mr. Broyles. Motion carried.

2. The Financial summary for March was reviewed. A motion to approve the March summary was made by Mrs. Webb seconded by Mr. Broyles. Motion Carried.

3. Review and approve the quarterly bills paid by the city – Question on the telephone bill: when is new telephone contract or system coming? Director stated possibly August. Question on heating & electrical costs, are they up or down? Director stated gas is a little higher; overall appears to be similar to prior year. Director Kiener commented that the Elevator phone line went up and she called and was given a lower rate for the line due to having it on a contract. There are no bills yet for miscellaneous, water/sewer, and conferences. Mrs. Webb moved to approve the 1st quarter bills. Motion seconded by Mrs. Schirk-Ehrlich. Motion carried.

4. Unfinished business:

A. Comments on the annual report by the Director included that the number of contract instructors is up to nine; number of volunteers is up slightly, marketing has been added, and with the continued new members and number of programs offered the current staff hours are now slightly below the amount of hours needed for the job duties and tasks for the staff positions.

B. Ad-Hoc Update: Only 2 members could make it so no meeting held. A quick review of survey responses was done to see what the common themes might be and they are parking and restroom location. The next meeting is Tues. April 29 at 4:30.

5. New Business:

A. none

6. Director's Report

A. The nominating committee has about 6-8 potential candidates. The operation of the sound system is still being learned by the staff.

B. Upcoming Events

1. Lakeside tea- April theme is history of hats. The tea will start later in May for the Travel Tea and June for the Norwegian tea.

2. Lift to live as a regular wellness class is ended. The summer leagues will be starting for Horseshoes, Bocce, and 8-Ball. Bocce would like to see an artificial surface.

3. Special events

a. Red Cross Blood Drive would like to hold at Center due to larger space and new church conflicts. St. Matthews would still work with us to be the volunteer coordinators.

b. Office Volunteer assistants will have breakfast training April 24.

c. Oz Senior Games Registration forms are ready. Practice days are available in May see entry form for details.

4. Friends of the Port Senior Center will host annual meeting April 25th. The Friends Board has been regrouping and will try a contract position for a project assistant.

C. Comments from the Director: The Assistant and Maintenance staff are doing a great job with the hours they each have to accomplish all the tasks.

6. Adjournment at 7:00 PM

Next meeting May 12, 2014