

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

**Monday, May 11, 2015**

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

Meeting was called to order at 6:00 PM

1. Approval of May minutes: Motion to approve by Mrs. Bruner and seconded by Mrs. Webb. Motion carried.

2. Public Comments: None

3. A. The Financial summary for April was reviewed. A corrected March copy was distributed. A motion to approve the summary was made by Mrs. Schirk-Ehrlich, second by Mrs. Webb. No further discussion. Motion carried.

B. The City Quarterly bills reviewed did not include the Conference line item as there has not been an expense to date. Mrs. Schirk-Ehrlich moved to approve the bills paid and Mrs. Webb seconded the motion. Motion carried.

4. A. Unfinished business: Ad-Hoc for Strategic Plan Update

The walk through was successful in conveying to the Council members how the Center is utilized. The postcards were mailed with the City rural routes coming second. Facebook page was updated; hard copies are coming back.

5. New Business:

A. Elected officials report – Alderman Driscoll commented he could meet with seniors if they would like or they can call him with their concerns.

B. The annual maintenance contract for the elevator repair will go up due to labor by 3.27% for a total of \$853.68. A copy will be brought to June meeting as it did not arrive in time for May meeting approval.

6. Directors Report

A. Senior Center Board of Directors

1. Audit of the 3 accounts was done at the end of April. The committee will give suggestions if there are areas to improve. There were about 365 checks written in the year and about 1% was missing documentation. Since the audit, there have been items found in other files for example trip files that have been forwarded to the committee.

B. Upcoming Events

1. Special Events

a. Older Americans Month – 17 attended the free music concert

b. Oz Senior games entry forms are out

c. the Conference registration is out with about 167 returned and the final date to register is June 5.

2. no updates on Education classes

3. Trips for May include the Fireside and the Port developed trip to Chicago North Shore. Good numbers for each.

C. Director's Comments: The candidate for the Environmental Maintenance position is James Lynch. He lives in Port and does have a handyman business. It will be on the council agenda for May 19 approval.

6. Adjournment at 7:00 PM

**Next Commission on Aging Meeting: Monday, June 8, 2015**

Respectfully submitted by Catherine Kiener, Director for Secretary