

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, October 10, 2016**

Present: David Owens, Suzanne Bruner, Edie Webb, Pat Poole, Alderman Bill Driscoll and Catherine Kiener, Director

Excused: Beth Smyth and Sally Schirk-Ehrlich

Meeting called to order at 6:01 p.m.

1. David Owens moved to approve the minutes; Suzanne Bruner seconded the motion. No further discussion. Motion Carried.
2. No public comments.
3. Review & Approve Financials:
Senior Center Financial Summary for September was reviewed. Mr. Poole moved to approve and Alderman Driscoll seconded the motion. No discussion. Motion Carried.
4. Unfinished Business
 - A. The Ad-Hoc Strategic Plan - Mrs. Webb gave an update on the combined meeting with all leadership groups of the Center and the Capital Campaign consultant, In Progress Consultants. The Capital Feasibility Study should be completed by end of November.
 - B. The budget presented in Sept. was changed by a decrease of 2% per City Administrator. The only place to cut was the increase in hours for the Director, instead of 4 hour increase to 90%, it is a 2 hour increase putting the position at 85%.
 - C. The training at the end of September was helpful. There are a lot of nuances and documentation to the CDBG-PG and even more with a facilities grant. The added work is best managed by a project administrator handling the details rather than staff. It is also a good use of the City matching funds to apply toward a grant administrator.
5. New Business
 - A. Alderman Driscoll said he is concerned about the process with the Center. He said the Consultant reported there is no leader and he concurs. He suggests picking a few people to figure out what we are doing and clarify with the city. He wondered who decided a community center. Mrs. Webb commented it came from the MSA Study and the Ad-Hoc Committee determined that would be the best direction for the Senior Center to be part of a community center. It increases awareness for people, they can move on to the programs, and may offer more opportunities for grandparents caring for grandchildren. There was extensive conversation on the topic of a plan for the Center.
6. Director's Report:
 - A. Senior Center Board Item(s)
 1. Aging Mastery Program has 18-20 participants. Cedarburg will be scheduled for starting in March 2017.

B. Upcoming Events

- 1 Casino Night; Power of Attorney Event on Oct 25; Mah jongg tournament & Halloween Party.
2. Educational classes: Good feedback on the classes by Dr. John Perry. Working on 2017 plans.
3. The Craft and Bake Sale with Silent Auction will open on Mon. Nov. 14. Donations of crafts and bakery are requested.

C Director's Comments

Meeting Adjourned approximately 7:20 p.m.

Next meeting: November 14, 2016 at 6:00 PM