

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, May 21, 2018**

Present: Pat Poole, Suzanne Bruner, Edie Webb, Alderman John Sigwart, Pat Kindschy [new member] and Catherine Kiener, Director.

Excused: David Owens, Beth Smyth. and Sally Schirk-Ehrlich

Meeting called to order at 6:05 p.m.

1. Edie Webb moved to approve the April 9, 2018 minutes; Suzanne Bruner seconded the motion. Motion carried.
2. No public comments.
3. Review & Approve Senior Center Financial Report for April 2018:
 - A. Edie Webb moved to accept Senior Center Financial Summary for April, Suzanne Bruner seconded. All in favor, motion carried.
 - B. City Expense spend down form items discussed: as mentioned in April the Center will stick to current phone system in the elevator; the only spenddown forms not copied are those with no expense to date; Alderman John Sigwart moved to accept and Edie Webb seconded. Motion carried.
4. Unfinished Business
 - A. Environmental Maintenance Position: Chuck Walsh – the new staff member is off to a good start.
Assistant position: Currently only one applicant (12 hours). Discussion was held on position, hours, etc. Accrued hours for the Director have been approximately 12-15 per pay period. The Commission reiterated support for paying for the extra hours to complete the Assistant duties. This is in addition to the volunteers helping in the office.
 - B. Annual Report – the final draft is being reviewed as the Director has time and will be presented next month to the Commission members.
 - C. Computer/City Server Upgrade – discussed the process starting at City Hall; each department has to have computers ready for the transition. The Center only staff is working on the process.
City might consider computer education on the new programs.
5. New Business
 - A. Elected Official Report – Alderman Sigwart briefly discussed new projects for Port Washington and where they stand.
 - B. Appointment to the Commission on Aging is Pat Kindschy present at the meeting assisting with the minutes.
6. Director's Report:
 - A. Senior Center Board Nominations
 1. Election results for the Senior Board: Re-elected Lynn Kassouf & Terri Wysocki; then Rosemary Marciniak, Michele Schmitz, and Rich Proctor

B. Upcoming Events:

1. Senior Games May 23 is the opening walk and social.
Registered participants as of today - 43 for Port Washington, 19 for Grafton, and 14 for Cedarburg.
Spring Fling event with Volunteer recognition will be Thursday May 31st at Saukville Legion. About 90 are registered.
2. June events: Ozaukee Senior Conference will have Bonnie Blair as Keynote.
There is limited seating so register early.
Cornhole started in May to end early June as a test for fall league
The Center purchased a custom made board with the Port Logo

C. Director's Comments:

The Director is working to try and fill the assistant position with the best candidate even with limited applications. The Director is working with the Friends on the Annual Report, the Board with a simple member expectation/policy page to give existing and new members. The summer will not have a lot of added events as time is needed for staff vacation and hopefully some catch up on projects.

I extend a thank you to the outgoing members of the Commission on Aging and welcome the new appointment.

Meeting Adjourned approximately 7:00 p.m.

Next meeting June 11, 2018