

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, March 11, 2019**

Present: Pat Kindschy, Suzanne Bruner, Alderman John Sigwart, Pat Poole, Beth Smyth, and Catherine Kiener, Director.

Excused: Sally Schirk-Ehrlich

Meeting called to order at 6:00 p.m.

1. Approval of Minutes
Suzanne Bruner moved to approve the February 11, 2019 minutes. Alderman John Sigwart seconded the motion. Motion carried.
2. Public Comments
No public comments.
3. Review & Approve Financial Summary
Alderman John Sigwart made a motion to approve the Financial Summary for February 2019 and Suzanne Bruner seconded the motion. Motion carried.
4. Unfinished Business
 - A. There is a new form to be used for City financial report. The Commission continues to receive a detailed report. Commission discussed financial changes and new form. The center Accounts will not be relocated to direct city accounts but will be listed in fund 22.
 - B. No further discussion on the plan this month.
5. New Business
 - A. Elected officials report - Sales tax boom 400k in the county it could be used by the county as grants that could be applied for this may be a way to gain funds for further improvements; A possible task force to be created to renew looking further into a community center on Coal Dock.
 - B. New computer for Director should be happening in the next month.
 - C. One quote received for commercial carpet cleaner – want two more quotes before deciding on purchase.
6. Director's Report:
 - A. Board – Membership Accounts discussed under old business.
 - B. Upcoming Events:
 1. St. Pat's Party – Newport Shores catering - corned beef and cabbage 75 people signed up. Green Sails will be the entertainment with local resident.
 2. Lakeside Tea Society – Robert McGrath professor from UW Madison to speak about health & happiness.
 3. Chili Supper with Memorial Pool Tournament - Cel Maciejewski family attending & donating for a memorial lunch for all members with Oz County Senior Café.
 4. Training to be in April for Office Volunteers.

- C Aging Mastery Grant received through GWAAR to cover some cost of materials.
- D. Director's Comments:
Audit Committee came in early due to transition of accounts. Final report to come back by end of week.

Annual Report is underway. Draft for review available in April.

We are looking into using an email service such as Constant Contact to send out news highlights once a month, there would be a monthly fee, but it would allow the center to send a large number of emails all at once and not have so many labeled as "spam". Will look further into it. Which is best way, constant contact or buying a domain name.

Suzanne Bruner moved to adjourn the meeting and Pat Kindschy, seconded. Meeting adjourned.

Meeting Adjourned approximately 7:07 p.m.

Next meeting April 8, 2019