

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
October 13, 2011**

- A. Meeting called to order at 7:48 AM by Chairman J. Klundt.
- B. Present: Mary Lueke, John Ruck, Peg Malueg, Sue Steffen, Lee Murphy, Joyce Klundt, Jean Wollerman, Susan Nett
- C. MINUTES TO APPROVE
 - 1. Motion to approve the August 18, 2011 minutes made by M. Lueke and seconded by S. Steffen. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Coordinator J. Wollerman reported the August 2011 senior center contacts at 1475 and the September 2011 contacts at 1521. Both of these are higher than 2010 numbers of 953 and 1053 respectively. A chart was distributed showing a comparison of contacts for the past 5 years. Attendance seems to fluctuate based on the month and time of year. 2011 is one of the highest years for attendance to date. The hot water heater has been replaced due to a leak at a cost of \$500. In reviewing past records, it appears the replaced hot water heater was installed sometime in the 1980's. Some minor plumbing changes needed to be done to accommodate the new water heater. Steps to Healthy Aging II has been continuing on a weekly basis. The new Strong Bones class has been popular and well attended. Seventy flu shots were given at the center.
 - 2. Senior Center Budget – 2012. S. Nett presented the proposed 2012 budget for the senior center. The total budget amount is \$92719. The contract amount with the N-M YMCA is \$88500. The city's cost will be offset by a county grant of \$25000 and rent revenue.
 - 3. Senior Center Open House was not well attended. Those that did attend were pleasantly surprised at the changes that have occurred in the building. S. Nett suggested presenting a report on the progress of the collaborative effort with the YMCA at one of the next council meetings.
- E. New Business
 - 1. J. Wollerman reported on the current rental fees and the increasing numbers of building rentals that are occurring. S. Nett reviewed fees that are currently being charged by the Park and Rec department for the park pavilions and kitchens; and for Heckrodt Wetland Preserve. Committee members discussed the balance that is needed between increasing fees and still keeping the rent affordable for senior citizens who want to rent the facility for a family function. After considerable discussion, a motion was made by L. Murphy and seconded by M. Lueke to recommend to the common council the following rental fees: resident \$40 up to 4 hours and \$5 /hr after 4 hrs with kitchen rental of \$20 (senior citizens age 55 and older have the kitchen rental fee waived). Non-resident \$55 up to 4 hours and \$10/hr after 4 hrs with kitchen rental of \$25. Security deposit of \$25. Motion carried.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Senior Center at 967-3530 24-hours in advance of the meeting for the City to arrange special accommodations."

2. Discussion: data Collection of Referrals for Community Services. J. Wollerman reported that she has initiated a call log to track phone calls and office visits of those contacts where referrals are made to other agencies or a request for services/information is received.
3. Name change of the Senior Center Newsletter. J. Wollerman discussed information she learned at a recent WASC meeting regarding newsletters and what is needed to have someone pick up a newsletter and read it. Newsletter name is key. Committee members discussed the current title of the center newsletter and were in agreement that the name *Senior Chatter* sends the message it is for older adults. J. Wollerman suggested changing the name to just *The Chatter* so there still would be some name recognition that this was for the Menasha Senior Center. Motion made by P. Malueg and seconded by S. Steffen to change the name of the senior center newsletter to *The Chatter*. Motion carried.
4. Policy discussion: For Profit Agencies Advertisement at the Senior Center. J. Wollerman discussed the increasing number of For Profit agencies that want to come in and leave their information at the center and was requesting a policy statement be made for consistency in responding to the requests. P. Malueg suggested renting space in the brochure rack such as \$10/month to post their literature. J. Wollerman related that there are some For Profit groups that sponsor bingo and supply all the prizes and refreshments and questioned how they would be included in the policy. Committee members suggested J. Wollerman bring a draft policy statement to next month's meeting for continued discussion.

F. Old Business

1. Continued Discussion on Senior Center Goals. S. Nett requested this item be held until the next meeting.

- G. Motion to adjourn at 9:40 AM made by M. Lueke and seconded by S. Steffen. Motion carried. Next meeting November 10, 2011.