

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
Menasha Senior Center
116 Main Street, Menasha**

**June 9, 2011
7:45 AM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [May 12, 2011](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Coordinator
- E. New Business
 - 1. Open House September 13, 2011
- F. HELD OVER BUSINESS
 - 1. Meal site Agreement Update
 - 2. Senior Center Long Range Goals
- G. ADJOURNMENT
 - 1. Next meeting August 11, 2011

"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."

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**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
May 12, 2011**

- A. Meeting called to order at 7:48 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, Peg Malueg, John Ruck, Mary Lueke, Sue Steffen, Lee Murphy, Sue Nett, Jean Wollerman.
Guest: Stacy Parish
- C. MINUTES TO APPROVE
1. Motion to approve minutes from April 14, 2011 meeting made by P. Malueg and seconded by S. Steffen. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. J. Wollerman, Older Adult Coordinator presented the monthly report for the senior center for April. The number of visits was 1187 as compared to 1181 for 2010. The next Brat Fry is scheduled for Memorial Day weekend and volunteers are still needed to assist. BINGO will start again on a monthly basis due to a number of outside agency supporters. 31 seniors attended Bingo in April. Dartball will start as a new activity based on a request from a group of seniors. The annual Senior Games will be held on Aug. 16th at Riverside Park in Neenah. This year is the 25 year anniversary of the games. The cost of the event will remain the same as in the past due to a number of donations from community groups.
 2. J. Wollerman asked for approval of a multi use rental on Sunday nights during the month of June per the rental policy of the senior center. Motion to approve a multi-use rental on Sunday nights during the months of May and part of June made by L. Murphy and seconded by S. Steffen. Motion carried.
- E. Action Items
1. Election of Chairman—Motion made by L. Murphy and seconded by S. Steffen to nominate J. Klundt as chairman of the committee on aging. No other nominations made. Motion carried.
 2. Election of Vice Chairman---Motion made by P. Malueg and seconded by L. Murphy to nominate S. Steffen as vice chairman of the committee on aging. Not other nominations made. Motion carried.
 3. Election of Secretary—S. Nett volunteered to continue as secretary.
 4. Approval of Advocap Mealsite Agreement Jan 1, 2011 through Dec. 31, 2011—Committee members reviewed the Advocap Mealsite agreement. Item #4 under Program Shall Provide was changed---etc. was removed and replaced with specific item names of sugar, creamer, towels and dishcloths. Item #5 under the same heading was revised to include "bin of utensils". Item #6 under Facility and Program Shall Agree needs to be changed---incomplete sentence. J. Wollerman will work with Advocap to re-word the sentence. Motion to approve the Advocap Mealsite Agreement with the recommended changes made by P. Malueg and seconded by M. Lueke. Motion carried.

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5. Review Policy on Party Ticket Refund—committee members reviewed this policy and recommended it remain as is.
6. Review Policy on Trip Ticket Refund—committee members reviewed this policy and recommended it remain as is.
7. Review Policy on fundraising—committee members reviewed this policy. Motion made by J. Ruck and seconded by J. Klundt to remove the statement “any requests for exceptions when other organizations are involved need to be approved by the Committee on Aging one month prior to the event.” Motion carried.
8. Cancellation of July COA Meeting—The July 14th meeting will be cancelled due to vacations.
9. Re-naming of Small and Activity Rooms—J. Wollerman reported some opposition to naming the smaller room the Cozy Room and asked committee members to re-consider naming the room. After discussion of different names, motion made by P. Malueg and seconded by J. Ruck to re-name the small room the River Room. Motion carried. J. Wollerman reported some opposition as well to naming the mid size room the Activity Room. Committee members discussed other options but decided the name would stay as the Activity Room as voted on at a previous meeting.

F. HELD OVER BUSINESS

1. Continued Discussion on Senior Center Goals—committee members spent considerable time discussing short term versus long range goals. J. Ruck volunteered to write some goals based on the discussion and will bring them to the next meeting.

G. Motion to adjourn at 10:07 AM made by P. Malueg and seconded by L. Murphy. Motion carried. Next meeting June 9, 2011.