

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**

**December 11, 2008  
7:45 AM**

Reminder about new start time!
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**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [November 13, 2008](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Commission on Aging
  - 2. Financial Report
  - 3. Senior Center Supervisor
- E. DISCUSSION
  - 1. Deposits on Rentals
  - 2. New USPS service charge
- F. HELD OVER BUSINESS
  - 1. Accreditation
  - 2. Inserts in newsletter
- G. ADJOURNMENT

"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."



City of Menasha  
Committee on Aging  
Menasha Senior Center  
**MINUTES**  
**November 13, 2008**

**CALL TO ORDER**

7:45am

**ROLL CALL**

Present:, Sylvia Bull, Lee Murphy, Bob Jankowski, Joyce Klundt, Mary Lueke, Sue Steffen, Jean Wollerman, Roy Rogers, Sue Nett.

**APPROVE MINUTES**

October 9, 2008, minutes. **Motion** by B. Jankowski, seconded by L. Murphy to approve October minutes with date change of next meeting to Thursday, November 13, 2008.  
Passed

**REPORTS**

**A. Commission on Aging**

The program for October was American Red Cross Private Caregiver Registry, Senior Friends and Volunteer Transportation Programs by Beckie Pinnow, Director.

**B. Financial Report**

Complete budget figures not available; individual department category figures are listed.

**C. Supervisor's report**

**Holiday Tea** will be held on November 24 from 2-4pm. Sue Wisneski donated \$25 for the cost of the presenter (mileage). Snacks will be offered. The **October party** was successful. With Vallhaven's sponsorship of this party, we were in the black for total cost, as well as for total year party tally. The Bake sale on Election Day was successful. We made \$252.00. This amount should help cover costs of the Christmas Banquet. In **November** we have a Urine Screening scheduled for Nov. 21, 10-11am. In **December**, we have scheduled a Bingo Christmas party, a Pamper Yourself facial, the Christmas Banquet and a presentation on Hospice. J. Wollerman recommended doing a strong promotion for this presentation because it is important to learn about hospice, what it is and what it entails.

**Discussion**

**A. Birthday gifts** – S. Bull asked the committee for advice regarding the Birthday gifts that are given out. For a few years now, a "get in free" coupon was one of the goodies offered in the packet along with candy, a pencil and other treats or gadgets. This birthday gift is

very popular; such that, for many parties, we may receive 6-10 coupons for one party which amounts to \$30-50 reduction of total revenue. In light of the fact that many of our party's net balances are less than zero, S. Bull suggested a change in the coupon. After considerable discussion, **Motion** made by J. Wollerman, seconded by B. Jankowski to discontinue providing a free party coupon in the birthday gift bag but instead offering a \$2.00 coupon off the cost of the party (excluding the Christmas and Spring Banquet). Carried. A "get in free" coupon will continue to be offered in the welcome packets to new people/visitors.

**B. Monthly parties** – S. Bull asked the Committees opinion on how often MSC should hold large monthly parties in light of the fact that some of our parties are not self-sustaining. After some discussion, it was determined that a party be eliminated on the historically low count months. S. Bull told the Committee that she, Barb and S. Nett. would discuss this together and plan a 2009 schedule. Other "smaller" activities requiring less expense could be substituted.

**D. Meeting time change** – S. Nett said that more often than not her Dept. Head or Administration meetings are scheduled at 8:30am on the same Thursday as the Committee on Aging meeting, thus not allowing her to attend the entire CoA meeting. She asked that the meeting time be changed to 7:45am. **Motion** made by R. Rogers, seconded by M. Lueke to change the Committee on Aging meeting to 7:45am on the 2<sup>nd</sup> Thursday of each month. Carried

### **HELD OVER BUSINESS**

**A. Accreditation** – The committee meets regularly. S. Nett will need to look over the materials before they can go any further.

**B. Insert in the newsletter** – S. Bull explained to the Committee that a policy decision needs to be made on if and who what, where, when, how an organization advertisement flyer can be placed in *The Senior Chatter*. Should we allow it and if so, what are the parameters. This discussion will continue at the December meeting. S. Nett and S. Bull will create a suggested outline to assist further discussion.

### **ADJOURNMENT**

**Motion** made by B. Jankowski, seconded by L. Murphy to adjourn at 9:15am. Carried

**Next Meeting: Thursday, December 4, 2008**  
**Call 967-3530 if you can not attend**

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