

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**

**October 13, 2011
7:45 AM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [August 18, 2011](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Coordinator
 - 2. Senior Center Budget - 2012
 - 3. Senior Center Open House
- E. New Business
 - 1. [Discussion of current rental fees](#)
 - 2. Discussion: data Collection of Referrals for Community Services
 - 3. Name change of the Senior Center Newsletter
 - 4. Policy discussion: For Profit Agencies Advertisement at the Senior Center
- F. Old Business
 - 1. Continued Discussion on Senior Center Goals
- G. ADJOURNMENT
 - 1. Next meeting November 10, 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
August 18, 2011**

- A. Meeting called to order at 7:47 AM by Chairman Joyce Klundt.
- B. Present: Joyce Klundt, Peg Malueg, Mary Lueke, Sue Steffen, Lee Murphy, John Ruck, Jean Wollerman, Susan Nett
- C. MINUTES TO APPROVE
1. Motion to approve minutes from June 9, 2011 meeting made by S. Steffen and seconded by L. Murphy. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. Senior Center Older Adult Coordinator, Jean Wollerman presented the June and July monthly reports of center activities and visits. There were 1369 visits in June (as compared to 999 in June 2010) and 1167 visits in July (as compared to 954 in July 2010). Rentals of the building continue to increase. The patio in front of the building is just about completed. Still waiting for the curbing. Monies from the fundraising account were used for the supplies and the solar lights were donated in memory of Dee Osinski, the long time mealsite manager at the center. Jean also showed the committee a memorial plaque donated in memory of Dee's years of service at the center that is displayed by the kitchen area. A brat fry and quilt sale is scheduled for August 25th at the center. Senior games were held on August 16th in Neenah with an attendance of 150 seniors. Envelopes for the Take Back the Meds program have been regularly requested and the supply exhausted. An order was placed for more envelopes due to the popularity of the program. A collaborative effort with the ADRC has resulted in a Strong Bones program being piloted at the senior center in September. The program targets both men and women 50 and older, but any adult is welcome. Educational offerings included a mini-expo of various services and a presentation on pelicans.
 2. Senior Center Budget—The YMCA is in the process of preparing the 2012 budget. The proposed budget will be on next month's agenda.
 3. Open House – Sept. 13, 2011. A tentative agenda for the open house was discussed. Invitations will be sent in the next week or so. Hours for the open house 5:30 PM to 7:30 PM.
- E. New Business
1. None
- F. HELD OVER BUSINESS
1. Senior Center Long Range Goals—discussion continued on defining what quality of life indicators are important for seniors and what program activities are important in addressing these indicators. Seven goals were identified. (See attached) Motion to accept the goal statements as written with the option of changing as needed made by P. Malueg and seconded by S. Steffen. Motion carried. Committee members thanked J. Ruck for his assistance in writing the goal statements. The goal of exploring methods of tracking information provided to seniors regarding community services was chosen by committee members as the first targeted goal.

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G. Motion to adjourn at 9:43 AM made by M. Lueke and seconded by L. Murphy. Motion carried.
Next meeting September 8, 2011.

Menasha Senior Center
Facility Rental Fee

Hourly Rental with flat kitchen rate

(include time for set-up and take-down)

	Resident w/o kitchen	Resident w kitchen
Up to 3 hrs.	10.00/hr	Add \$20.00
After 3 hrs.	5.00/hr	to total hrly rate
	Non Resident w/o kitchen	Non Resident w kitchen
Up to 3 hrs.	15.00/hr	Add \$25.00
After 3 hrs.	10.00/hr	to total hrly rate

(The \$20 kitchen fee will be waived for senior residents of the City of Menasha (55 yrs+)

A \$25.00 security deposit (reservation/damage) is required for each rental

Separate check - **no** cash. This deposit may be refunded dependent upon the condition of the facility after use. (read Renter's Guidelines and Renter's checklist).

1. The deposit for one-day only rental will be returned within 10 days
2. The deposit for a multiple-day rental will be returned at the end of a 6 month rental period.
If agreed by both parties, the security deposit will remain active. If the deposit is needed for clean up by the City of Menasha /YMCA staff an additional \$25.00 will then be required before the next rental.
If not received by the day before the next scheduled rental your rental will be canceled.

Signature of renter _____

A \$10.00 kitchen key deposit is required should you lose or not return the key.

Separate check or cash when you pick up the key. This deposit will be refunded with the return of the key.