

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 11, 2012
7:45 AM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [September 13, 2012](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Director
- E. New Business
 - 1. YMCA Contract Renewal for Operations of Senior Center for 2013
 - 2. Review of Newsletter subscription Fees
 - 3. Review of Newsletter Ad Fees
- F. HELD OVER BUSINESS
 - 1. Discussion – Architectural Design Project
 - 2. Open House Discussion
- G. ADJOURNMENT
 - Next meeting November 8, 2012

"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
September 13, 2012**

- A. Meeting called to order at 7:48 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, Mary Lueke, Sue Steffen, Lee Murphy, John Ruck, Jean Wollerman, Sue Nett
Excused: Peg Malueg
- C. MINUTES TO APPROVE
Motion to approve minutes from August 9, 2012 meeting made by S. Steffen and seconded by L. Murphy. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. Senior Center Older Adult director, J. Wollerman reported on August visits to the senior center at 1640. This was the highest number of visits for the summer months and the highest number for August for the past 5 years. The mealsite also had the highest number of meals served for the year during August at 368. The Off your Rocker Walk has been cancelled. It will be re-visited as an activity for spring. Balance/strengthening classes will be offered at the center as a new activity. The Aging Conference to be held next week. J. Wollerman will be attending. The Menasha Senior Center will be receiving an award at the conference for the collaboration and how it has provided a more efficient means for increasing activities at the center. J. Wollerman would like to do another open house at the center for the public and elected officials in the city. She discussed October 17th 6PM to 7:30PM as a potential date. A brief discussion followed. S. Nett will put a memo in the council packet for the October 1st meeting.
- E. New Business
1. YMCA Contract 2013---J. Wollerman reported the contract dollar amount is being worked on. She discussed revenues and expenses for the past 6 months and feels the finances are where they should be. S. Nett requested the YMCA decrease the contract amount for 2013 based on the revenues received and projected. The largest expense in the budget is personnel costs. All the other line items were reduced for 2012 so if the contract is to be less personnel costs would have to be looked at. Committee members discussed if the current contract amount can't be lowered, how do you show that the contractual arrangement is working efficiently. J. Ruck suggested calculating the cost per visit and assessing for increased or decreased cost per visit. S. Nett to provide those numbers at the next meeting. It is anticipated the contract language will stay the same and the only change will be the dollar amount and the contract dates.
 2. 2013 Budget—S. Nett reported that Mark Weisensel, Winnebago County Aging Services director did email the grant dollar amounts for the senior center and health services program. All will remain the same as 2012. Building services portion of the budget will be

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the same as 2012. For capital expenses, there will need to be some money budgeted for replacing the cast iron waste pipes.

F. HELD OVER BUSINESS

1. Discussion - Architectural Design Project. There was nothing new to report. S. Nett met with Adam Alix and Greg Keil about the proposed costs. Some of the line items seemed to be high like the roof shingles. A review of the proposed costs will be done in the near future.

G. Motion to adjourn at 9:23 AM made by L. Murphy and seconded by S. Steffen. Motion carried. Next meeting October 11, 2012.