

Portage Senior Citizens Advisory Board

Meeting Minutes

April 17, 2013

Board Present: Jim Hoppe, Monifa Jumanne, Mary Maisto, Ruth Ann Meyer, Ruth Michelhaugh, Ann Perkins, Mary Lou Petruccio, Trudy Riker, Art Roberts, Audrey Searing and Larry Smith

Absent Excused: Patricia Berninger

Staff: Jill Hess, Deputy Director, and Megan Donahue, Portage Senior Center (PSC) intern

Guests: none

Chairperson Larry Smith called the meeting to order at 2:30 p.m. Ruth Ann moved to approve the March minutes as written. Ann seconded the motion. The motion carried.

Management March Report – Jill

- Participation and outreach activities for March totaled 2807. This corresponds to the number of logins using the new data management software.
- Total active memberships for March were at 1805. There were 37 new members and 40 renewals. There were very few people who participated at PSC as drop-in guests.
- Volunteer hours totaled 2205. A volunteer appreciation breakfast at Michelle's restaurant in Portage will occur on April 23. We received a generous gift from the owner, who will host the event and provide a hot breakfast buffet free of charge.
- 207 seniors received free tax preparation assistance through our annual partnership with the AARP Tax Preparation Program. PSC scheduled appointments, and the Portage District Library served as the host site this year.
- Jill provided information on the Comment Cards used by the city of Portage, and the existing complaint policies. Some discussion followed.

Items for Information

- Wellness (Ruth) – Ruth informed us that the new chronic pain (PATH) workshop is full. Matter of Balance has a waiting list. Room is still available for the diabetes workshop.
- Trip Committee (Art/Trudy) – Steve Tucker presented slides on Hawaii March 18. He also conducted a trip to South Bend on March 27. Two international trips, to visit France and Australia, are scheduled to depart in April. Our Spring Trip Preview is on April 29.
- Friends of PSC (Jill) – Ann MacCreery of Volunteer Kalamazoo conducted targeted training for the Friends Board recently, with a focus on fund-raising. The Friends Board is actively recruiting new members to fill openings.
- Portage Community Center (PCC) Report (Art) – PCC received a grant from the Gilmore Foundation to assist with summer programs. Tax assistance was provided, and a prom dress giveaway is planned.
- Youth Advisory Board (Audrey) – Work is underway on the Green-a-Thon. A “sticker shock” program was carried out to encourage parents not to share alcohol with their kids. A silent auction fundraiser will occur on May 11 to provide money for wells in Africa.

Old Business

- Prior to the meeting, Larry sent copies of the update to our 2012-2013 Goals and Objectives and our proposed 2013-2014 Goals and Objectives to all board members. These have been submitted to the City Council as well.

- Room Rental Rates Recommendations (Jill) – Jill received recommendations from Jim and Art. Any changes are pending a review of standardization requirements for all Parks Department facilities.
- Accreditation Planning (Mary Lou) – Mary Lou has a new co-chair, Babs Smith. The planning team will meet quarterly to prepare for the next reaccreditation.

New Business

- Advisory Board Responsibilities draft document – Comments were provided to Larry who will incorporate them into a new draft. He will circulate the updated copy to the board.
- Jill informed us that the Portage cultural program will end in 2013. She invited us to attend the Taste of Portage on June 22.

Advisory Board Comments: Monifa cautioned us to be sensitive to using labels for groups of people which may be offensive to them. Ruth Ann reminded us of the May 7 ballot issue on transportation. Mary inquired if there are updates regarding the status of the PSC mini-bus. Jill replied that a Kalamazoo Transit Authority van may be used instead later this year.

Citizen Comments: None

The meeting was adjourned at 4:25 p.m.

The next Advisory Board meeting will be held May 15 at 2:30 p.m. at the Senior Center.

Submitted by Mary Maisto, Secretary