

Portage Senior Citizens Advisory Board

Meeting Minutes

June 19, 2013

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

Absent Excused: Patricia Berninger and Art Roberts

Staff: Jill Hess, Deputy Director

Guests: None

Chairperson Larry Smith called the meeting to order at 2:30 p.m. May minutes were discussed. Ruth Ann moved to approve the minutes as written. Jim seconded the motion. We voted to approve minutes as written.

Management Report for May – Jill

- There were 2707 event sign-ins, which included participation by 507 individuals.
- Total active memberships for the Portage Senior Center (PSC) in May were at 1332.
- Volunteer hours were at a high level of 2767.

Items for Information

- Wellness (from Ruth) – Ruth reported that no new information was presented at the Kalamazoo County Advocates for Senior Issues (KCSI) meeting with lawmakers on May 20 regarding Social Security and Welfare. She mentioned some brochures provided by Senior Services which will be available in the PSC lobby. Jill remarked on the agreement with the city of Kalamazoo for a community service van to be used by PSC. The agreement was described in a recent Kalamazoo Gazette article. The PSC mini-bus will be phased out. Planning is underway for implementation of the new van service which will have a smaller capacity. Ruth, Trudy and Jill will meet to discuss.
- Trip Committee (Trudy) – A full bus will be going to a Tigers vs. Red Sox game on June 23. An extended trip to the Traverse City area is in progress. Larry shared information on an enjoyable vendor-sponsored trip to Maine recently. Several day trips also occurred within the last month.
- Friends of PSC – Jill reported that a record number of golfers (84) participated in the May 20th fundraiser scramble at Angels Crossing golf course. Follow-up discussion was held with the course management to plan for future outings. The Friends Board is continuing to actively recruit new members to fill openings on the board.
- Youth Advisory Board – no representative this month

Old Business

- Advisory Board Responsibilities form – Larry is awaiting comments from Bill Deming. He is also compiling all the documents that will be provided to new board members.
- Accreditation Committee (Mary Lou) – Meetings have taken place and work is progressing well.

New Business

- Grievance /Complaint policy/procedure – Monifa shared a proposed new sentence to be added to the first paragraph of the PSC Complaint Resolution/Appeal Procedure. Board members agreed that the new wording was a helpful clarification of the process. Monifa will provide the text to Larry for incorporation into a draft update of the policy. There was

some discussion of the Comment box now available at PSC, and the best way to provide a suggestion box which would be monitored by PSC staff and the Advisory Board.

- Grievance response letter – Larry gave us copies of his letter responding to a complaint about denial of use of the Gallery for bridge club on May 7. We talked about the need for guidelines on room use. Board members should each bring ideas to the next meeting.

Advisory Board Comments: Jim would like to encourage new participants for card activities at PSC. Monifa inquired if there is a brochure about PSC which can be distributed for marketing purposes. There is none currently. Those who seek information about PSC are typically provided a current newsletter. Monifa volunteered to work with others on development of a brochure if one is needed. Ann reminded us of the Taste of Portage event on Saturday, June 22. Larry will be teaching a class on the use of the iPad® at PSC this fall.

Citizen Comments: None

The meeting was adjourned at 3:55 p.m.

The next Advisory Board meeting will be held July 17 at 2:30 p.m. at the Senior Center.

Submitted by Mary Maisto, Secretary