

**Senior Citizens/Portage Senior Center**  
**Advisory Board Meeting Minutes**  
January 18, 2012

Board Present: Jim Hoppe, Kitu Komya, Mary Maisto, Ruth Ann Meyer, Ruth Michelhaugh, Nic Opresco, Ann Perkins, Mary Lou Petruccio, Trudy Riker, Art Roberts, and Larry Smith

Volunteer Youth Participant: Humza Mirza

Absent Excused: Patricia Berninger

Staff: Jill Hess, Deputy Director

Guests: Georganne Oldenburg, Friends Volunteer/Liaison, and Ede Moody, Friends Board

Chairperson Ruth Ann Meyer called the meeting to order at 2:30 p.m. November minutes were reviewed. Jim moved to approve and Trudy seconded. They were approved as written.

**Introductions**

Board members introduced themselves to Ede.

**Management November/December Report** – Jill Hess

- 4722 participants in November 2011 (5942 in Nov 2010, 6031 in Nov 2009)
- 4445 participants in December 2011 (5557 in Dec 2010, 5438 in Dec 2009)
- Good attendance at the two December Holiday Luncheons – a total of 123 people. Future plans are to obtain some sponsors to help support special luncheons.
- Carpeting was installed in two offices in December.
- Membership at 1596 in November and 1609 in December. Jill commented that while membership numbers are important, it is equally important to make sure members are engaged so they will be retained. Mary M. asked if information could be provided on the breakdown of ages for our members (by 10-year increments). Trudy also felt this would be helpful. Jill will find out if our database supports this type of report.

Volunteer hours for November were 3100, with 2984 for December. Jill said each hour has an approximate value of \$23, which provides a total value of \$139,932 for the support during these two months. This is a significant contribution to the Center.

**Wellness** – Ruth

- A December 16 luncheon was organized by Bobbe Taber for PATH volunteers.
- Bobbe's position was eliminated at the end of December. She will be missed.
- A grant has been obtained to continue some activities for the county, with a coordinator yet to be named. Jill participates on a county committee regarding sustainability of wellness programs.
- The Diabetes group will continue at PSC. It is hoped that PSC will be a presentation site for some of the county programs.

**Travel** – Art and Trudy

Art informed us that the Spring Trip Preview will be Monday, April 23 at 1:30 p.m. He provided some information on upcoming trips. Trudy reported that early bird pricing has been helpful at motivating travelers to sign up earlier.

### **Friends of PSC Updates** – Georganne

The annual retreat was held January 17 to plan for fund-raising. The Golf Outing at Eastern Hills will be held May 14. Ede is the organizer of the event. Larry is providing some prizes. A fall fundraiser is being investigated. There is a committee assigned to obtain volunteers. They will coordinate with Terri Drafta. The next fundraiser is a Dining Out event at Texas Roadhouse on January 26.

### **Portage Community Center** – Art

PCOC is in need of an additional board member. They plan to conduct their first annual Golf Outing on May 14 at the Moors. Jill will discuss this unfortunate redundancy of timing with PCOC Executive Director Diane Schrock.

### **Old Business**

- “Members Only” participation in PSC activities – Jill provided handouts on policies for PSC. There is no formal policy for “member-only participation”. It has been left to the judgment of management on a case-by-case basis due to particular circumstances. The “Criteria for Membership” policy does state that non-members may be charged an additional fee for certain activities. Our consensus was that our current system is working and each situation must be judged individually.
- Jim presented detailed information on monthly reports for November and December compared to 2010 and 2009. He also prepared a Summary of 2011 Monthly Reports. Copies of this report can be obtained from Jim. It has been discovered that errors have existed for the number of people who have taken trips. Some corrections are needed. Jill is investigating the problem in the reporting system.

### **New Business**

- Ruth Ann gave us two handouts which each member should retain as part of an Advisory Board Handbook. One was “City of Portage Senior Center Advisory Board”, Article 7 from city ordinances, and the other was “Senior Citizens Advisory Board Rules of Operation” which is a PSC internal policy document.
- Larry provided information on the Portage 2025 Visioning Project, including the goals, participation, and outcome in 2008. A handout he provided listed finalized goals for the Human Services committee, and specific items which pertain to PSC. This information may be helpful to keep in mind as we set this year’s goals.
- Ruth Ann summarized results of the 2011 Portage Community Survey pertinent to PSC. Some items which stood out were that 52% of those who replied were age 60+, those who use the Senior Center found it to be very enjoyable and valuable, but many were not aware of what is offered. *The Portager* was reported as the primary source of information regarding the city. Concerns raised by seniors included housing, taxes, and transportation. The survey results may be viewed online (see link in January agenda).

**Advisory Board Comments:** Larry mentioned new senior housing being built between Portage Rd and Lovers Lane. Jill is aware and will be looking for opportunities to market PSC to the new housing occupants.

**Citizen Comments:** Georganne encouraged Jill to work with area township supervisors to increase awareness of PSC in outlying areas.

The meeting was adjourned at 4:15 p.m.

The next Advisory Board meeting will be held February 15 at 2:30 p.m. at the Senior Center. Submitted by Mary Maisto, Secretary