

Senior Citizens/Portage Senior Center Advisory Board Meeting Minutes

August 15, 2012

Board Present: Patricia Berninger, Jim Hoppe, Mary Maisto, Ruth Ann Meyer, Ruth Michelhaugh, Nic Opresco, Ann Perkins, Mary Lou Petruccio, Trudy Riker, and Art Roberts

Volunteer Youth Participant: Humza Mirza

Absent Excused: Larry Smith

Absent Unexcused: Audrey Searing

Staff: Jill Hess, Deputy Director

Guests: None

Chairperson Ruth Ann Meyer called the meeting to order at 2:30 p.m. July minutes were reviewed and no changes were required. Jim moved to approve the minutes and Ann seconded. Minutes were approved as written.

Management July Report – Jill

- Participation and outreach activities for July totaled 3,019.
- Total active memberships for July were at 1,740, with 18 new members and 247 renewals.
- Volunteer hours totaled 1,504.
- Jill conducted an informational meeting for members on August 2. She plans to do this quarterly.

Wellness – Ruth

Nothing new to report. Jill mentioned, however, that the stroke clinic was cancelled at the last minute but will be rescheduled for October.

Travel – Mary

Trips in July included a concert by the Osmond Brothers at Bear Creek, a trip to Muskegon, and a play at the Tibbits Theatre. Our trip to the Marshall Historic Home Tour is cancelled.

Friends of PSC Updates – Ruth Ann

The agenda for the next Friends Board meeting will include discussion of the Annual Report and the timing of fundraising solicitation letters.

Portage Community Center (PCC) – Art

Nothing new to report.

Old Business –

- Volunteer coordinator replacement - An internal posting for a PSC Program/Volunteer Coordinator has been issued.
- Grant status - Jill informed us that we received a \$4000 grant from the Irving S. Gilmore Foundation for support of the purchase of the MySeniorCenter™ computer-based management system. These funds will be matched by the Friends organization. A webinar regarding the software will be scheduled for the advisory board to attend.

New Business

- **Portage 50th anniversary celebration** – Each of the city boards have been asked for input regarding ideas for celebrating this upcoming anniversary. Board members should bring ideas to our next meeting. They are due to the council by September 28.

- **New 2012-2013 Goals** – We formed small groups and discussed ideas for achieving goals #1 and 2. Each group then presented their ideas to the board. Ruth Ann plans to summarize our ideas.

Some issues that need to be addressed were identified. These include:

1. PSC policies need to clarify which activities are open to non-members
2. The new member guide book needs revision.
3. A better understanding is needed of the role of the Friends Board vs. the Advisory Board with regard to fundraising

Advisory Board Comments:

Ann mentioned that problems arise with cell phone use during PSC activities.

Art reported that the morning Rotary group has plans in conjunction with Centre Street Market to provide healthy foods for seniors sometime this fall.

Citizen Comments: None

The meeting was adjourned at 4:05 p.m.

The next Advisory Board meeting will be held September 19 at 2:30 p.m. at the Senior Center.

Submitted by Mary Maisto, Secretary