

Senior Citizens/Portage Senior Center
Advisory Board Meeting Minutes
February 15, 2012

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

Volunteer Youth Participant: Humza Mirza

Absent Excused: Jim Hoppe and Ann Perkins

Staff: Jill Hess, Deputy Director

Guests: None

Chairperson Ruth Ann Meyer called the meeting to order at 2:30 p.m. January minutes were reviewed. Ruth moved to approve and Larry seconded. Minutes were approved as written.

Management January Report – Jill Hess

- Participations and outreach totaled 3694 for January 2012
- Jill commented that her intent is to “measure the right things the right way”.
- PSC newsletters were distributed to 1500 households and placed in other community locations. With both the Generations publication and the Portage Gazette no longer in print we are fortunate to be able to provide a written newsletter for PSC, with advertiser support.
- Volunteer hours remained steady in January despite the loss of Wellness programs.
- Possibilities for use of budgeted capital improvement funds may include updates in the kitchen. Pat commented that insufficient parking space is a problem, especially for those with walking difficulties.
- Jill is studying options for providing transportation to PSC members. Our minibus fills a critical need but will require repair.
- A demo regarding the capabilities and shortcomings of our current database was provided to Jill, Denita and Jan by the software developer. A Statement of Work has been prepared to describe future improvements. The estimated cost for hardware and software is \$22,000. Jill will be visiting Tanglewood in Muskegon to see their software which allows use of a swipe card.

Wellness – Ruth

Ruth volunteered to be a liaison on the Wellness Committee. She will meet with Jill to discuss.

Travel – Art and Trudy

No trips were scheduled in January. Trudy mentioned that the Trip Office will start signups for our baseball trips on Tuesday Feb. 28. We expect the Cubs vs. Tiger trip on June 14 to be popular.

Friends of PSC Updates – No representative present

Ruth Ann informed us that Ede Moody has resigned from the Friends Board. Ruth Ann plans to attend the Feb 21 Friends Board meeting.

Portage Community Center – Art

Jill provided PCOC Executive Director Diane Schrock with a list of the major sponsors who supported our 2011 Golf Outing. Diane assured her they will not contact these sponsors for the PCOC golf outing scheduled for May 14, 2012. Art mentioned that PCOC will be looking for a different date for their golf outing in 2013 so it does not coincide with the Friends of PSC Golf Outing which is held in May.

Old Business - None

New Business

- **Celery City Showcase** - Jill provided a draft letter explaining a proposal to cancel the Showcase for 2012 and take time to study the issue. Funds raised have been disappointing and have not justified the effort for the past few years. Pat moved to accept the draft letter as written. Ruth seconded and the Board unanimously approved the draft. Art, Ruth and Larry volunteered to be on the Study Committee.
- **Goals Update** - An update regarding progress on our current goals is due to Council. Board members were split into subgroups to draft updates for particular goals. Drafts were provided to Ruth Ann who will compile them.
- **New Goals** – Ruth Ann reported that the visioning done by the City Council in December 2011 resulted in no change to the Council goals from previous. For our Advisory Board goals Jill provided direction so that our brainstorming would be most effective. She advised us to “go deep”, looking for efforts which would have the most impact. She also gave us a handout of the result of 2011 brainstorming and Key Success Indicators summarized from our accreditation report. Ruth Ann recorded the outcome of our brainstorming session for continued discussion at our March meeting.

Advisory Board Comments: Mary Lou asked if there will be a “shredding day” at PSC this year. Jill replied that one will likely occur in April.

Citizen Comments: None

The meeting was adjourned at 4:12 p.m.

The next Advisory Board meeting will be held March 21 at 2:30 p.m. at the Senior Center.

Submitted by Mary Maisto, Secretary