

Senior Citizens/Portage Senior Center Advisory Board Meeting Minutes

October 17, 2012

Board Present: Patricia Berninger, Jim Hoppe, Monifa Jumanne, Mary Maisto, Ruth Ann Meyer, Ruth Michelhaugh, Ann Perkins, Mary Lou Petruccio, Trudy Riker, Art Roberts, and 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. September minutes were reviewed and no changes were required. Jim moved to approve the minutes and Art seconded. Minutes were approved as written.

Introductions/New Appointments

On October 9 the City Council reappointed Pat and Ann to the Advisory Board. Trudy was appointed as a board member and Mary was reappointed as an alternate. Nic Opresco has retired from the board and Monifa Jumanne joined as a new alternate. Introductions were made and Monifa was welcomed.

Management September Report – Jill

- Participation and outreach activities for August totaled 3193.
- Total active memberships for August were at 1769, with 16 new members and 92 renewals.
- Volunteer hours totaled 1820. Zoe Miller, Babs Smith and our student intern have provided help coordinating some of our volunteer activities.
- Fundraising – Jill brought to our attention some in-kind donations that have been given to PSC. Larry and Babs Smith provided an iPad and stand, and others from the Wi group donated a TV and Wi games. This now allows for two televisions to be simultaneously in use for Wi activities. A rainy night did not deter the fun at the Shindig at the Hayloft Oct. 13. Max Walter generously gave his time to shuttle people from their parking spots to the Hayloft.
- Michelle Taylor is a temporary receptionist at PSC during our interview process for a receptionist.
- Jill informed the board that during our flooring and painting upgrades each room will need to be completely emptied. This need was discussed at the Oct. 11 “Membership Matters” meeting. Several people have commented that closing the center during the upgrades is a viable option for expediting the process.

Wellness – Ruth

Nothing new to report.

Travel – Art, Trudy and Mary

Art reminded us of the Travel Preview Oct. 22 when new trips will be discussed, and a new Travel Guide made available. Trudy reported on a Tigers trip in September. Mary mentioned a successful Mystery Trip to Illinois and an enjoyable trip to New York in early October.

Friends of PSC Updates – Ruth Ann

A flyer for the Dining Out at Applebee's fundraiser on Oct. 18 was distributed. The Holiday Bazaar sponsored by Friends will be November 3 and planning is underway. Jill expects a new Portage city logo will be introduced in January.

Jill asked for our thoughts regarding a holiday gift-giving effort with wish list items hung on a Christmas tree. We endorsed the idea of a wish list of items needed at PSC, and Jim volunteered to provide a Christmas tree (which could later be given to a family). In addition, Jill will contact PCOC Executive Director Diane Schrock to talk about needs at PCOC.

Portage Community Center (PCC) – Art

Despite rain a Breast Cancer Walk was held on Oct. 13. An auction and barn party in August raised \$5500.

Old Business –

- “Membership Matters” meeting on Oct. 11 – Jim and Mary provided a summary of the discussion attended by 16 members. A speaker from Portage's Community Development department gave information on help available for low income residents for housing repairs. Emergency repair funds made available through grant money can assist with changes which address health and safety issues. Jill explained recent office moves and opened up discussion of room usage. A suggestion was made to keep the lobby space as an informal gathering area until 2 p.m. Other use of the lobby tables could occur after 2.
- Rental Fees – Jim has gathered comparison data regarding the price of other rental facilities in the area. He will meet with Art to discuss, and they plan to present a proposal for PSC rental fees at a future meeting.
- MySeniorCenter™ software – Jill has obtained some parts of the new database but does not expect implementation until January. This will allow time for completion of building upgrades prior to setup and orientation on the new system. The board expressed interest in participating in a webinar in November to get an understanding of the software. Jill will investigate opportunities to do so.

New Business

- Goals and Objectives Update due in November – Ruth Ann distributed copies of a draft report for City Council. She requested that we provide comments on the draft by Nov. 7.
- Election of Officers
 - Chairperson – Pat moved that Larry be nominated as Chairperson. Ann seconded. Larry was unanimously elected by vote.
 - Vice-Chair - Larry asked Ruth if she would serve as Vice-Chair. Pat initiated a motion and Ann supported for Ruth's nomination. Ruth was elected by unanimous vote.
 - Secretary – Trudy nominated Mary to continue as Secretary. Art seconded. Mary was elected by unanimous vote.

Advisory Board Comments:

Ruth will be attending the November 8th new member orientation. A signup sheet for board attendance in 2013 is needed. We were also informed that Bits of Business will be held at PSC on November 1 from 9-11 a.m. Ruth Ann gave board members folders and printouts of internal PSC and city policies regarding the Senior Citizen's Advisory Board.

Citizen Comments: None

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

The next Advisory Board meeting will be held **November 14 at 3 p.m.** at the Senior Center.

Submitted by Mary Maisto, Secretary