

**Senior Citizens/Portage Senior Center**  
**Advisory Board Meeting Minutes**  
September 19, 2012

Board Present: Jim Hoppe, Mary Maisto, Ruth Michelhaugh, Ann Perkins, Mary Lou Petrulio, Trudy Riker, Art Roberts, and Larry Smith

Absent Excused: Patricia Berninger, Ruth Ann Meyer, Nic Opresco, and Audrey Searing

Staff: Jill Hess, Deputy Director

Guests: None

Vice Chairperson Larry Smith called the meeting to order at 2:30 p.m. August minutes were reviewed and no changes were required. Jim moved to approve the minutes and Mary Lou seconded. Minutes were approved as written.

**Management August Report** – Jill

- Participation and outreach activities for August totaled 3793.
- Total active memberships for August were at 1764, with 19 new members and 104 renewals.
- Volunteer hours totaled 1499.
- The August 18<sup>th</sup> Art Encounters was a successful event, in collaboration with the Portage District Library and the Portage Summer Entertainment Series. Over 270 participants attended the senior center portion. PSC activities engaged all ages. Many thanks to West Lake Drug and Pharmacy for their donation of ice cream. Volunteers from PSC greatly enabled the event to be a success.
- Fundraising – Color ads in our newsletter have attracted more advertisers, which enhances revenue. Art inquired about how our PSC rental fees compare to other local facilities. After discussion it was agreed that a comparison study should be done. Jim and Art volunteered to provide data on rental fees.
- The Food for Thought café which provided take-out sandwiches is being discontinued because it was not cost effective. Lunches will continue to be provided at PSC through Senior Services.

**Wellness** – Ruth

A recent Wall Street Journal article related information on “Help navigating the health-care system”. This is a topic that would be useful to present at PSC, and investigation is underway to do so. Help may be available from Bronson Hospital. Jill mentioned that the stroke clinic has been rescheduled for December. She also said we will be seeking more grant support for evidence-based health programs. Current classes are full with waiting lists, and more teachers are needed. Larry mentioned the need for good record-keeping regarding our evidence-based programs. This is very helpful for our recurring accreditation.

**Travel** – Art, Trudy and Larry

Recent travel included two theatre trips, a White Caps game and a Mississippi river boat cruise. Also, Larry and his wife enjoyed a Shoreline Tours trip to the Western National Parks in August. The PSC group was combined with others for a total of 53 people. A second bus is now available for the 2013 Florida trip so more signups are possible. The Trip Committee has requested a cell phone designated for use by trip leaders. This would provide a consistent number to call during trips if problems or questions arise from travelers. The fall Trip Preview program will be Monday, Oct. 22 at 1:30 p.m. Registration is required.

### **Friends of PSC Updates** – Jim

The Friends board agreed to combine annual fund-raising solicitations with PSC. Jill has written an article for the Oct/Nov PSC newsletter explaining this new combined effort.

### **Portage Community Center (PCC)** – Art

Three new board members were approved in August. A Barn Party and the PCOC Strut also occurred since our last meeting. He thanked Jill for great communications between PSC and PCC.

### **Old Business** –

- Denita Demler has been hired as the new program/volunteer coordinator.
- Some office moves have occurred in advance of flooring upgrades which are expected in October.
- MySeniorCenter™ software – Mary Lou moved and Trudy seconded that our November meeting be dedicated to learning about the new data management system. The motion was unanimously approved.

### **New Business**

- **Portage 50<sup>th</sup> anniversary celebration** – Larry requested our written suggestions for this city celebration. They will each be provided as written to the City Council.
- **New 2012-2013 Goals** – The board agreed that future discussion of ideas for achieving these goals will occur on an “as needed” basis.
- **Annual Report** - Larry will present the Advisory Board Annual Report to the City Council at their September 25 meeting. Other board members were encouraged to attend.

### **Advisory Board Comments:**

Mary Lou attended new member orientation in September. She commented that she liked the tour and the video shown. There was some discussion of how materials are provided to new members. Larry mentioned that a “hospitality team” has been effective for other associations.

### **Citizen Comments:** None

The meeting was adjourned at 4:00 p.m.

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

Submitted by Mary Maisto, Secretary