

Portage Senior Citizens (PSC) Advisory Board

MINUTES: February 15, 2023

ATTENDANCE: Jean Balazs, Linda Zoeller, Sharon White, Trudy Riker, Larry Smith, Art Roberts, Kimberly M., Linda Ciampi, Karl Hockenmaier, Deb Houseman

Absent Excused: Bill Wieringa, Sharon White, John Lobo

Absent Un-Excused: none

Guests:

Staff: Kimberly Middleton

Call to order: Chairperson Linda Zoeller called the meeting to order at 2:35PM. Jean Balazs kindly agreed to record the minutes.

Approval of the minutes for January Corrections to previous minutes of January 17, 2023:

Linda Zoeller noted typo of "vowel" to "vow".

Art Roberts motioned to approve the minutes from January 17, 2023 meeting with corrections noted above. Larry Smith seconded the motion. Motion was approved unanimously.

Travel Program, Trudy Riker & Art Roberts:

- New trip manager- Janelle, instituted a list of all trips including a wait list. This list will be positioned in a rack by the west front door. Linda Zoeller recommended that the list also will be posted on the website.
- Next Board meeting this coming Monday.
- Mystery Dinner is planned for April 1st.

Friends of Portage (PZSC) Board Update, Trudy Riker:

- February meeting will be held next Tuesday, February 21.

Legislative Update, Art Roberts

Art announced that there is a Coffee Hour on 2/17 with Julie Rogers and a second Coffee Hour with Christine Morse on 2/24. The last coffee hours held with Christine Morse held at PZSC was very well attended.

Manager's Report, Kimberly Middleton

Manager Kimberly Phillips is at a training this week. Kim Middleton gave the report. See attachment to the minutes (back page) for Statistics.

City Manager Pat McGinnis oversees upcoming baseball game tickets for member #3088. Pat has secured tickets donated tickets for a Detroit Tigers game as a prize for the recipient.

PZSC staff is working on new budget including updating rental rates. Kim Phillips and Mayor Patricia Randall are discussing these rental rates. Larry Smith questioned whether there is availability of a draft for these rental rates to the Advisory Board. The Portage City Council ultimately oversees such decisions.

PZSC currently has 3,088 members and 900 fitness center memberships.

Old Business:

Copies of the current Membership Manual were distributed to the Advisory Board for review and comment. Each member is to review it and come to the next meeting with corrections, revisions, and any additional recommendations.

- Suggested research of manuals of Detroit, Rochester, Muskegon, and Mill Race for possible improvement. Since the opening of the new building and subsequent increase in membership, the present manual does not meet our present or future needs.

Kim Middleton / Kim Phillips will secure copies of the membership materials (part of Accreditation Reports) from Rochester Hills, Muskegon, and Mill Race for further review.

- **A revised (2023) New Membership Manual** will be produced in booklet form and included in the new member packet after we have revised it.

New Business

- Kimberly M. distributed organizational chart of the Portage Zhang Senior Center Staff. Please review for discussion at the next meeting.
- Kimberly M. discussed the fact that not all members are swiping in when they enter the center. This is very important since this data is used in all our reports of usage. It is also used in securing future funding. It is suggested that this be placed in the newsletter and announcements near the doors.
- Karl Hackenmmaier will be assisting with "Great Decisions /Issues" March 14 and 28., as well as contributing to Aging Mastery as a facilitator.
- There is interest in a course in golf. Julie will be asked to explore this further.
- Internships for college students interested in various aspects of the PZSC was discussed. This item will be tabled for the next meeting as Kim Phillips may have some insights into this topic.

Activities Reminders (see Newsletter for dates):

- May 18, 2023- Centenarian Luncheon- information from county is needed
- April 27, 2023 - exhibitors will be solicited to join the "Bits of Business" expo in house. This is a revenue source for the PZSC.
- Staff is trying to plan events 6 months in advance as a team.

Advisor Board Comments:

- Karl contacted Julie for a golf outing. He volunteered to be the facilitator for Great Decisions Seminar. Its format are issues facing our nation and the world. Meetings will be held twice a month for 8 months, beginning March 13, (second and fourth Mondays). Those interested can join by calling the center.
- Karl also spoke of the WMU Internship Program.

Art moved to adjourn the meeting; Larry seconded the motion; Approved unanimously.

Time Adjourned: 3:25PM

Next meeting: 3/15/2023

Recorder: Jean Balazs