

## Portage Senior Citizens (PSC) Advisory Board

Minutes: June 17, 2020

### **ATTENDANCE:**

Doug Gilchrist, Larry Smith, Linda Zoeller, Mary Lou Petrulio, Art Roberts, John Lobo, Joe Magalski, Sharon White, Trudy Riker

Absent Un-excused: None

Absent Excused: Bill Wieringa, Tony Lorentz

Guests: None

Staff: Kim Phillips

**Call to order time:** 2:31 PM (Due to Covid-19, the meeting was held Online using WebEx)

The minutes for May were approved with no corrections with Art moving and Trudy seconding.

### **Travel Program, Trudy:**

All trips through October 16 have been cancelled. Other trips in 2020 past that date are on hold.

### **Legislative Update, Art:**

The Kalamazoo County Advocates for Senior Issues (KCASI - kcasi.net) met virtually in June. Art reported that June 24th is a Day of Advocacy where legislators will be contacted regarding senior programs.

### **Friends of PSC Board Update, Kim:**

The Friends of PSC Board have been meeting virtually.

They are committed to the purse sale but the covid-19 changes required have not been determined. They are considering an online auction. They may still have the sale at the senior center but limiting the number of people.

The Friends provided their annual operations support of \$35,000 to the PSC and also committed to increasing that amount to \$40,000 next year.

The Friends received an anonymous donation of \$60,000 for their endowment fund.

### **Managers Report, Kim:**

Kim provided the PSC Operations Report for May. The numbers are way down due to the closure of the PSC.

The PSC has sent out membership renewals (this had been on hold since the closure in March).

All PSC staff will be back to work starting on June 22.

### **Old Business:**

Online classes have been going well and the plan is to continue doing some of them online even after all covid-19 restrictions have been lifted.

Kim provided a Senior Advisory Board contact list.

### **New Business:**

Kim presented the detailed plan for re-opening. The following are some of the changes that will be made.

- Staff will wear masks unless they are alone in their office. Participants must also wear a mask.
- Rooms will be changed to allow for social distancing.
- People coming into the building will have their temperature taken on forehead and asked questions.
- Use of credit/debit cards to pay for activities will be implemented.
- There are 4 phases in the plan.
  - Phase 1 - This is based on the Michigan Safe Start, Phase 4 restrictions. The only class in the building will be fitness. Transportation in the Metro Van will be limited to Meijer's, only 2 riders at a time. No in-person meetings will be allowed. There will be no coffee/beverage service allowed.
  - Phase 2 - This is based on the Michigan Safe Start, Phase 5 restrictions. Additional activities will resumed based on the ability to social distance. Small meetings can take place as long as social distancing is followed.
  - Phase 3 - This is a continuation of the Michigan Safe Start, Phase 5 restrictions. More activities/classes will be added. Transportation will be expanded to bring people to the senior center for activities. Trip coordinator can start taking appointments in her office.
  - Phase 4 - This is based on the Michigan Safe Start, Phase 6 restrictions. The remainder of the activities and games will start back up. Coffee/beverage will start back up.
  - Note - If a PSC staff member or participant is diagnosed with Covid-19 at any point, all programs will be closed for 2 weeks, the building will be cleaned and disinfected, then re-start back at Phase 1.
- Linda asked Kim if participants will have to sign a waiver to come into the building, Kim will check into that.
- Doug asked if a board member would like to offer a motion of support for the PSC re-open plan. Art made a motion for that and Linda seconded it and the motion passed.

**Activity Reminders:**

Kim reported they the PSC is offering the following online programs:

- o Yoga
- o Ukulele Classes – Beginner and Beyond Beginner
- o Music Appreciation
- o Meditation & Drumming
- o Historical Presentation of the Suffragette movement
- o Reminiscence Writing Class

**Advisory Board Comments:**

All boards members were unanimous in commending Kim and the PSC staff for their work on creating the plan to re-open.

**Citizen comments:** None

Time Adjourned: 3:20 PM

Next meeting: Wednesday, July 15, 2020 at 2:30 PM