

COA Meeting Minutes Sept. 12th, 2022

Social Room

Manitowoc Senior Center

Present: A. Brixius (Chair), D. Bonk (Co- Chair), J. Hudon, D. Kickland, J. Kramer, R. Malzahn, M. Schultz, R. VonDrachek, W. Hutterer (ADRC), C. Hall (Staff)

Absent:

1. Call meeting to order 1:32 pm by A. Brixius
2. Discussion and possible approval of minutes of previous meeting (July 2022)
 - (a) Motion- Donna
 - (b) Second June
 - (c) All Approved
3. Chair Person's Report
 - (a) Al extended his sympathy on behalf of himself and the Committee to Curt for the loss of his grandmother.
 - (b) Al reminded that COA is committed to managing the food service at the Holiday Fair
 - i. Al will be attending the Sept. 19th Holiday Fair meeting
 - ii. Al presented the current volunteer schedule for food service at the Holiday Fair.
 - iii. Al requested all COA members to take an open spot in the schedule if they were not already included.
4. Aging & Disability and Resource Center Report
 - (a) Kewaunee Office location will be moving from the lower level of the Human Service Building to the upper level. It allows for easier access for our customers, and the space is more inviting. This move will be completed by the end of September.
 - (b) Open Enrollment runs from Oct. 15th to Dec. 7th. To have Part D plans reviewed and other options explored, appointments are being taken now.
 - (c) ADRC is in need of Home Delivered Meal Volunteers for our city and rural routes.
 - (d) Our Three-Year Aging Plan Goals were presented on Breakfast Club on WCUB this morning, September 12th. The full plan is available on our website. Manitowoc County - Aging and Disability Resource Center (manitowoccountywi.gov)
 - (e) Farmers Market Vouchers are still available. Please contact our office at 877-416-7083 to review eligibility and receive vouchers
 - (f) Virtual Dementia Tour: September 29th – 9:30 a.m. to 11:30 a.m. and 1:00 p.m. to 3:00 p.m. (ADRC of the Lakeshore 1701 Michigan Avenue) Free
 - (g) Medicare A-D presentation 10 a.m. to 11 a.m. 4319 Expo Drive
 - (h) Living Well Class: Sept. 19th to Oct. 24th HFM Harbortown Campus 1 p.m. to 3:30 p.m. Suggested Donation \$10 for materials
5. Sr. Center Staff Report
 - (a) Curt introduced new senior center staff.
 - i. Tari Gunzel, Administrative Support Specialist(PT)
 1. Started July 25, 2022
 - ii. Michelle Michels, Recreation Team Leader(FT)
 1. Started August 16, 2022
 - (b) Current Programs and Schedule updates
 - i. Upcoming Day Trips

- ii. China Lights, Sept. 22
 - 1. Curt reported we have 33 registered with room for more
 - 2. Curt reported that he will be in attendance with the group and is looking forward to it.
- iii. Exploring Lake Geneva, Oct. 13
 - 1. Reserved a larger bus for more participants
 - 2. Full w/ wait list
 - 3. Michelle will attend the Lake Geneva Trip
- iv. Fireside: White Christmas The Musical, November 16
 - 1. Almost full
 - 2. Volunteer will attend this trip with group
- v. Curt reported that Senior Center intends on sending staff on more trips as needed.
 - 1. Al: "What is the staff impact and budget impact for staff to attend?"
 - a. Curt explained that budget impact would be minimal because staff would flex their time so there shouldn't be any additional cost.
 - 2. Ron: "Is staff open to attending the trips and flexing their hours to do so?"
 - a. Curt explained that staff is in support of this approach and are the main reason for implementing.
 - 3. Ruth: "Normally volunteers and bus drivers tickets are comped by facility?"
 - a. Curt explained that is handled different at each facility, some facility comp staff and driver, some dont. Senior Center covers expenses for volunteer but does not pay for any bus driver expenses out of pocket.
 - 4. Discussion regarding trips ensued including some trip recommendations:
 - a. Ruth: Navarino Nature Center
 - b. Mary: Chicago Flower Show @ Navy Pier in March
 - c. Wendy H: Shambo Safari; location unknown

(c) Policy Update:

- i. Postponed until Oct. 19th
 - 1. Committee commented that the ad in the newsletter had a typo regarding the Policy Committee dates.
 - 2. Curt mentioned that the correction will be included in the Oct. newsletter.

6. Financial Report

(a) Curt summarized reports as provided

- i. Al: What is the payment from HTR 7/29/22 @ \$114.
- ii. Curt: I believe that was a double payment from a carried over balance, but...I will look into it and report back at next meeting.

(b) Motion to approve: June

(c) Seconded by: Ron

7. Old business:

(a) Tables(too large) and chairs(no arms) in the social room

- i. Committee:

1. Perhaps try card tables.
 2. Can we sell chairs?
 - ii. Staff will get a budget number for purchase of new chairs with arms.
 - (b) Weaving Room coat rack
 - i. Moved a coat rack to weaving room
 1. Ruth: Karen found a 12 hook option on Amazon.
 2. Curt: Requested Ruth to send him the link and we can look at it.
8. New/Other Business
- (a) Al: read the recommendations from the suggestion box
 - i. Request to add a donation article in the newsletter.
 1. Staff: will explore as needed.
 - ii. Why did the monthly movie move from Tuesdays to Friday?
 1. Staff: Senior Center introduced Jazzercise and Lets get moving and no longer could fit a movie in between Lets Get Moving and Tai Chi.
 - iii. Wendy is rude from covered wagon. Can we remove the covered wagon add from the newsletter?
 1. Staff: add sales are managed by LPI and not staff.
 - iv. Request to polish silver in the coffee shop.
 1. Staff: will look into this issue.
 - v. Request to use printer on the public computer and update signage accordingly.
 1. Staff: Senior Center moved away from providing a printer at the Senior Center for numerous reasons. If some needs something printed they can request staff assistance and we will assist as time allows. Printing cost are the same as copies. \$.25/ea.
 - (b) Committee recommended organizing a holiday social for the COA. Committee members were encouraged to bring social ideas to the next meeting.
 - (c) Mary: Wanted to discuss pickleball and the growing demand.
 - i. Curt: explained that we expanded our pickleball program; pickleball will be offered mon-fri at C.P. rec center with a competitive(M.W.F.) and leisure(T.TH.)format.
 - (d) Ruth: Requested 4 new reeds for looms to support making smaller pieces.
 - i. Curt: Please provide quote and we can explore purchasing.
9. Adjourn – Next meeting November 14, 2022 at 1:30 pm
- (a) Adjourn at 2:15 pm
 - (b) Motioned by Ruth
 - (c) Second by Mary
 - (d) Approved