

PUBLIC NOTICE OF A MEETING OF THE COMMITTEE on AGING OF THE CITY OF MANITOWOC

COA Meeting Minutes July 10, 2023

Classroom
Manitowoc Senior Center

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

Excused: M. Schultz

Absent: R VonDrachek,

1. Meeting called to order at 1:32 pm by A. Brixius
2. Pledge of Allegiance
3. Discussion and approval of minutes of previous meeting (May 2023)
 - (a) Motion to approve: L. Kalista
 - (b) Second: R. Malzahn
 - (c) All in favor
4. Public Input
 - (a) none
5. Chair Person's Report
 - (a) Thank you to the staff and volunteers for the Rummage Sale and Fry Out
 - i. Reminder that the Committee on Aging board members will help at all Senior Center events in food service.
 1. Please make sure to see staff to sign up for volunteer duties.
 - (b) Thank you to Curt for purchasing the tables for Sheepshead.
 - (c) Purchase of chairs was to filter them through the social, classroom and coffee shop rooms
 - i. Al will put a list together of the chairs and give to staff
 - ii. Staff (Sr Center/B&G will move them accordingly)
6. Aging & Disability and Resource Center Report
 - (a) Farmers Market Vouchers are still available. They have increased from \$25 to \$35 Dollars. Must be 60 and over and meet financial eligibility
 - (b) Upcoming Prevention Programs: schedule attached
 - (c) Dementia 201 Presentation: August 10th, 1pm to 2:30 pm, ADRC of the Lakeshore 1701 Michigan Avenue
 - (d) Virtual Dementia Tours: October 26th, 9:30 to 11:30 or 1:00 to 3:00, ADRC of the Lakeshore 1701 Michigan Avenue
 - (e) Memory Screens available upon request
 - (f) We continue to have monthly support groups: Men's Caregiver Support Group, Alzheimer/Dementia Support Groups, Caregiver Support Groups
 - (g) Currently working with Assist to Transport and DOT to secure a new bus for the transportation of Ascend Service Clientele. Grant has been approved but bus not available at this time.
 - (h) Medicare A-D Presentation: August 8th, 3pm to 4pm, ADRC of the Lakeshore 1701 Michigan Ave.
 - (i) Next Pro Bono Date is: August 23rd, appointments available: 8:30, 9:00, and 11:00 Attorney for this date is Alison Petri In Person Appointments
 - (j) Volunteer Drivers Needed for Home Delivered Meals
 - (k) Congregate Dining available M-F MSC and TRSC 11:30 a.m.
 - (l) Call the ADRC of the Lakeshore to sign up for or get more information on any of the above.
7. A. Brixius called a 5 minute break to have a private conversation with W. Hutterer
 - (a) At 1:52pm A Brixius made a motion to call the meeting back to order
 - i. Second: J. Kramer
 - (b) A. Brixius reported that the ADRC will not need to be present at the COA meeting unless they want to be

8. Sr. Center Staff Report
 - (a) Current Programs and Schedule updates
 - i. Trips
 1. July 13, 2023: Lake Geneva Mailboat Tour
 - a. Full (49+escort) with a wait list
 2. August 9-11, 2023: Madeline Island
 - a. 4 spots left
 3. September 22, 2023: Warrens Cranberry
 - a. Full (54+escort) with wait list
 - ii. Fundraiser
 1. June 29, 2023: Rummage Sale and Fry-Out
 - a. Just short of \$1500 profit
 2. September 14, 2023: Fry-Out
 - iii. Special Events
 1. September 14, 2023: Open House
 - (b) Questions, Comments and Concerns on Senior Center Report
 - i. A. Brixius made a motion to suggest a restructure the Senior Center membership fees:
 1. Annual resident from \$30 to \$40
 2. Annual non-resident from ~~\$120 to \$160~~ \$40 to \$50
 3. Lifetime resident from \$120 to \$160
 4. Lifetime non-resident from \$150 to \$190
 - a. Discussion
 - i. L. Kalista agreed with the annual fees but suggested:
 1. Lifetime resident from \$120 to \$200
 2. Lifetime non-resident from \$150 to \$250
 - a. This covers 5 years at the annual rate and then it's free after that.
 - ii. J. Hudon stated that the lifetime fee needs to be worth the time and the annual fee shouldn't be too high.
 - iii. C. Hall brought up the fact that we also have the punch card that needs to be purchased for facilitated class, which is in addition to the membership fee.
 1. A. Brixium making a motion to table this conversation until the September meeting.
 - a. Second: D. Bonk
 - b. All in favor
 - ii. D. Bonk made a motion to suggest a restructure of the Senior Center membership pass fees:
 1. Day pass from \$2 to \$4 \$5
 2. Week pass from \$5 to \$10
 - a. L. Kalista second
 - b. All in favor
 - i. C Hall will add this to 2024 Proposed Fees for DPI's consideration
 - iii. Gift Shop reimbursement to Senior Center currently at 5% of sales (after taxes)
 1. R. Malzahn made a motion to suggest daily gift shop reimbursement to the senior center be raised to 10% of sales (after taxes) and holiday fair gift shop reimbursement to the senior center be raised to 15% of sales (after taxes)
 - a. Second: L. Kalista
 - b. All in favor
 - iv. Watercolor reimbursement to Senior Center currently at 0% of sales (after taxes)

1. D. Bonk made a motion to suggest daily watercolor reimbursement to the senior center be raised to 10% of sales (after taxes)
 - a. Second: L. Kalista
 - i. R. Malzahn made a motion to amend the current to motion to suggest daily watercolor reimbursement to the senior center be raised to 10% of sales (after taxes) and holiday fair watercolor reimbursement to the senior center be raised to 15% of sales (after taxes)
 1. Second: L. Kalista
 2. All in favor
 - v. Red Hatters and Retired Educators – where do they fall in the senior center program structure
 1. L. Kalista made a motion that the Red Hatters and the Retired Educators groups fall under social groups. Attendees must be senior center members or obtain a day or week pass.
 - a. Second: D. Bonk
 - b. All in favor
9. Financial Report
 - (a) J. Hudon questioned the fee for the Summer Fun Guide, if this is the full bill or just the senior center portion
 - i. C. Hall explained that it is just the senior center portion, all divisions pay for their pages in the guide
10. Old Business
 - (a) Senior Center Manual (*re: March 13, M Michels*)
 - i. Michelle continuing to work on this, hoping for fall finalization
 - (b) Discussion for the July meeting
 - i. Foot Care
 1. C Hall working on draft agreements to present to the City Attorney for review
 - ii. Committee on Aging wish list
 1. Key fab system
 2. Sound system
 3. Card reader program (for memberships and activities)
 4. Create ADRC office near kitchen
 - a. Current ADRC office to be utilized as Team Rec Leader office and supplies
 5. Rearrange/redesign office space
 6. Redesign parking lot for closer handicap spots
 7. Handrails on both sides of the hallways
 8. Communication system in the rooms
 9. Bigger gift shop
11. New/Other Business
 - (a) A Brixius brought in the idea of changing the age to be a member
 - (b) A Brixius asked for an explanation about the SEA group
 - i. C Hall explained they are an outreach group (the same as Parkinsons or Diabetes) that utilizes indoor space for community education and outdoor space for community gardening. Public is welcome (meetings are held in Hmong)
12. Adjourn
 - (a) Motion to adjourn: D. Bonk
 - (b) Second: R Malzahn
 - (c) All in favor
 - i. Meeting adjourned at 3:48 pm
13. Next meeting November 13, 2023 at 1:30 pm

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950, or TDD 686-6552.

Dated this 15th day of August, 2023

Curt Hall
Park, Recreation & Sr. Center Division Manager

E-MAIL:
Clerk's Office
Mayor's Office
City Managers
Committee Members