

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

COA Meeting Minutes September 11, 2023

Classroom
Manitowoc Senior Center

The Committee on Aging consists of eight members to be appointed by the Mayor and confirmed by the Common Council for three-year terms pursuant to 3.27. The Committee shall recommend to the Common Council a Director for the Committee on Aging who shall serve for a three-year term under the direction of the Director of Public Infrastructure.

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

1. Meeting called to order at 1:30 pm by A. Brixius
2. Pledge of Allegiance
3. Discussion and approval of minutes of previous meeting (July 2023)
 - (a) Page 2, No. 8(b)i2 should read: Annual non-resident from \$40 to \$50
 - (b) Page 2, No. 8(b)ii1 should read: Day pass from \$2 to \$5
 - i. Motion to approve: L. Kalista
 - ii. Second: J. Kramer
 - iii. All in favor
4. Public Input
 - (a) none
5. Chair Person's Report
 - (a) none
6. Sr. Center Staff Report
 - (a) Current Programs and Schedule updates
 - i. Trips
 1. August 9-11, 2023: Madeline Island
 - a. 48 (-1 unable to attend) + 1 staff escort
 - b. Good feedback
 - c. Looking for more extended trips (more than one day)
 2. September 22, 2023: Warrens Cranberry Festival
 - a. Full with a wait list + 1 volunteer escort
 3. October 10, 2023: Door County Lunch & Wine Tasting Trolley Trip
 - a. 23 Participants at this time + 1 volunteer escort
 - i. Michelle reported that we are now over 30 participants
 4. November 9, 2023: Spirits of the Shoreline Trip
 - a. 23 Participants at this time + 1 staff escort
 - i. M Michels reported that we are now over 30 participants
 5. December 7, 2023: Christmas Stars
 - a. M Michels reported that we are for sure more than half full already and there will be 1 volunteer escort
 - ii. Fundraiser
 1. September 14, 2023: Fry-Out
 - a. 11am-2pm
 2. November 4, 2023: Holiday Fair
 - a. M Michels reported that the meeting was advertised and then held on September 8.
 - i. Will be the same set-up and layout as last year except groups have to be selling items
 - ii. COA will help with food service

iii. Special Events

1. September 14, 2023: Open House

a. 10am-2pm

(b) Questions, Comments and Concerns on Senior Center Report

i. none

7. Financial Report

(a) J. Hudon would like to see the revenue from trips. Staff does keep track of this so M Michels will add that to the monthly totals sheet.

8. Old Business

(a) Senior Center Manual (*re: March 13, M Michels*)

i. Michelle continuing to work on this, hoping for fall finalization

1. Finalized. Copies given to all COA members to review for errors and any fine-tuning.

a. Report any revisions to M Michels or bring them to the meeting in November.

i. Manual still has to go through PI approval and then City Council.

(b) Restructure membership fees (*re: July 10, 2023, A Brixius*)

i. L Kalista made a motion to remove the July motion to restructure the Senior Center membership fees from the table.

ii. Second: D Bonk.

iii. Discussion

1. C Hall: Membership monies go to the Senior Center operating account budget line

2. J Hudon: Current annual pricing should stay the same but she feels an increase in the lifetime pricing would be acceptable

3. C Hall: Members also have to pay for a punch card for facilitated class to offset instructor wages as well as some small costs for extra classes or programs for special supplies

a. Note that currently non-members have to purchase a day pass and a punch card for facilitated classes. With the new day pass fee, non-members just purchase the day pass and can join in any of that day's normal activities (no punch card will be required)

4. L Kalista: We should look at the lifetime fee as it covers 4 years of the price of the annual fee.

5. D Bonk: Since some activities require members to pay a small amount of extra fees

6. A Brixius: The initial intent to raise the fee was to help raise money for the Senior Center but since it goes into an operating account he doesn't feel we need to make any changes

7. J Kramer: The prices at the Senior Center are more reasonable than any other local memberships, even if we raise to the proposed prices. Prices are going up everywhere and we have to look at the future.

8. R Malzahn: The weavers and other groups have waived prices so the membership price should stay as is.

9. Motion to keep the membership fees the same as they currently are: D Bonk

a. Second: R Malzahn

b. Opposed: J Kramer

c. All others in favor.

(c) Membership age (*re: July 10, 2023, A Brixius*)

i. Motion by L Kalista to change the membership age from 55 to 50 years old

1. Second: M Schultz

2. All in favor

- (d) A Brixius thanks the staff for getting the tables and chairs moved to the rooms as per suggested
- 9. New/Other Business
 - (a) Senior Center interior advise
 - i. M Michels/C Hall: Decor
 - 1. Crafts (painting, quilts, drawings, items to display)
 - a. Suggested policy
 - i. Current member in good standing
 - ii. Staff must hang (no defacing property (holes in the walls, etc)
 - iii. Can hang for how long (6 months, one year) and then?
 - 1. 30 days to pick up or it becomes Sr Center property
 - 2. COA members agree and suggested that the policy also includes that anything to be displayed must have Senior Center staff approval as well
 - (b) M Michels: People looking to participate that are under the membership age.
 - i. Adults 18 or older
 - ii. Must get a day pass
 - 1. 2023 must also get a punch card if they are participating in facilitated classes that require a punch card
 - 2. 2024 day pass only for any normal activities that day
 - a. Facilitated activities are included in the new fee
 - (c) A Brixius: Whiteboard in the Social Room
 - (d) A Brixius: Ron VonDrachek
 - i. Retiring
 - ii. A Brixius looking for someone to fill his seat
 - 1. Must be able to attend the bi-monthly meetings
 - 2. Able to help out at special events with food service
 - a. Anyone with a potential candidate must be brought to Al's attention first.
 - iii. New members are appointed by the Mayor and confirmed by the Common Council for three year terms pursuant to 3.27.
 - (e) A Brixius: Holiday Fair food service sign-up
 - i. A Brixius asked members to fill some open spots.
 - 1. Spots filled
 - 2. M Michels will add them to the volunteer list
 - (f) L Kalista: Additional Pickleball net for the CP Rec Center and rubber court lines
 - (g) L Kalista: Status on Pickleball courts at Rheume Park
 - i. C Hall confirmed that the bid has been awarded and there was a pre-construction meeting last week. Concrete is scheduled to go in this fall and painting the courts along with the bathroom renovations should happen in spring/early summer 2024.
 - (h) R Malzahn: Question the role the Lakeshore Pedalers have at the Senior Center/why they have ads in the Periscope
 - i. C Hall confirmed they are not a senior center program and will have further discussions with the group to see how they would like to proceed
 - (i) R Malzahn: There is a sewing machine in the Craft Room that neither the weavers or the crafter want
 - i. M Michels to move it to the rummage sale storage
 - (j) A Brixius: August Periscope
 - i. Thanked staff for printing the thank you for the tables
 - (k) A Brixius: September Periscope
 - i. Thanked staff for revising the advertising of the COA meeting with more information and reminder that meetings are open to the public

- (l) J Kramer: Clarification on COA's food service volunteer responsibilities
 - i. A Brixius explained that he has committed COA to help with food service volunteer opportunities at various events. When the event is announced or discussed at a COA meeting, if members can help they should see staff.
 - 1. Staff works on volunteer lists (which are very detailed) at least one month before an event so there are times the list may be full when members inquire.
- 10. Adjourn
 - (a) Motion to adjourn: D. Bonk
 - (b) Second: J Hudon
 - (c) All in favor
 - i. Meeting adjourned at 2:55 pm
- 11. 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
PI Committee