

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, September 23, 2021**

Present: Ann Lorge, Catherine Kiener, Director, Beth Smyth, Alderman John Sigwart, Pat Kindschy, Angela Willms, Pat Poole, and Alderman Dan Benning

Excused: Cheri Cornell

Meeting called to order at 6:03 p.m. by Ann Lorge due to Chairman excused absence.

1. Approval of Minutes
Alderman Sigwart moved to accept the August 9, 2021, minutes. Ann Lorge seconded the motion. Motion carried.
2. Public Comments: None
3. Review and Approve Financials
 - A. Motion to approve the Senior Center Financial Summary for August was made by Alderman John Sigwart with a second from Pat Kindschy. Motion carried.
 - B. Review of the City Revenue Report for July 2021. Motion to approve the City Financial Report for July was made by Angela Wilms with a second from Ann Lorge. Motion carried.
4. Old Business
 - A. The use of an electronic swipe cards is being reviewed as a membership system. Discussion held for October.
 - B. The Landscaping plan was reviewed, and the Commission on Aging commented it has more trees than the current landscape. It looks good overall.
5. New Business
 - A. The Budget Narrative was reviewed. The Director noted she missed the new partnership program with the library, the Pen Pal project. Motion to approve the 2021 Budget Narrative with the addition of the Pen Pal project was made by Angela Willms and seconded by Pat Kindschy. Motion carried. The 2022 Operating budget was reviewed. Motion to approve the submitted budget made by Ann Lorge with a second from Pat Poole. The O&W Fire Alarm Inspection agreement was reviewed. The motion was made by Angela Willms to approve the 5-year agreement starting this year. Ann Lorge seconded the motion. Discussion included: The 5-year agreement is more cost effective. It covers the inspections needed and will keep the Center building in compliance. Motion carried.
 - B. The Membership fee structure was discussed. The Port fees are currently higher than the other centers in Ozaukee County so will remain the same for 2022, the 50th anniversary year. A review for 2023 will occur in spring of 2022.
 - C. Elected Officials Report – Alderman Sigwart reported the Land Use Planning document is in its final stage. He mentioned the city is discussing a downtown Marina District. He reported the City Council, and the School Board had a meeting to discuss commonalities and shared facilities. It went fast due to the number of introductions made and the overview presentations by both groups. Alderman Sigwart also mentioned the Human Resource study that was completed. The results may include a review of city positions and job descriptions.

6. Director's Report

A. Senior Center Board Items

The member recruitment started in September. When people join for the current year, they will also receive the following year in the membership, essentially 16 months for the cost of a 12 month membership. It is easier than prorating the membership fee. This structure is used until the end of the year.

B. Programs/Classes

1. Educational –

Included with the Senior Center month events.

2. Senior Center Month is September with a focus on these activities:

September 29th - Medicare 101 workshop 4- 6:30 with the ADRC

September 30th – “Fast-Forward” documentary movie on aging with dinner to follow.

3. Trip Planning:

The first trips out in September since March 2020 have gone well. The next trips will be in November. Ho-chunk Casino on November 5th; Shopping Trip to Gurnee Mills Mall on November 22; Fireside “Holiday Inn” on Nov. 11. The trips are a cooperative program with Grafton and Cedarburg senior centers and a planning meeting for 2022 will be set up in the next several weeks.

C. Aging Mastery Program- Invitation for the Certificate Graduation event will go to the City Administrator, Mayor, and elected State Representative and Senator.

D. The Director thanked the Commission for support and suggestions for the budget process.

Meeting adjourned at 7:15 pm

Next meeting is scheduled for October 11, 2021.