

Portage Senior Citizens Advisory Board

Meeting Minutes

January 15, 2014

Board Present: Jim Hoppe, Kyle Huitt, Youth Participant, Mary Maisto, Ruth Ann Meyer, Ann Perkins, Mary Lou Petrulio, Trudy Riker, Art Roberts, and Helen Tubbs

Absent Excused: Monifa Jumanne

Absent Unexcused: Patricia Berninger

Staff: Jill Hess, Deputy Director

Guests: None

Chairperson Ann Perkins called the meeting to order at 2:30 p.m. Kyle Huitt was welcomed as the Youth Participant on the board.

There was discussion of the November minutes, with some changes agreed upon. Jim made a motion to approve the minutes as amended. Trudy seconded and they were unanimously approved as revised.

Items for Information

- **Deputy Director Position** – Jill spoke about her resignation as of January 24, 2014. She informed us that a request has been made to the City for a replacement. The posting has not yet been made. There is an opportunity for the Advisory Board to provide input on qualities that are important for management of the Portage Senior Center (PSC). Board members who wish to provide input should send an email by January 22 to Ann for compilation and submission to Bill Deming. Jill also plans to provide the board with information regarding requirements for management at other senior centers. We expressed our gratitude to Jill for her passion and leadership while serving as Deputy Director, and for steering us in a forward direction with many upgrades to the PSC. She will be missed, but we wish her well in her new endeavors.
- **Management Report for November and December (Jill)**
Total event sign-ins: 2526 in November, 2308 in December
Active memberships: 1326 in November, 1316 in December; numbers are typically lower from December through March
Volunteer hours: 2861 in November, 1428 in December. The total number of people registered as PSC volunteers was noted as 255 in November.
483 patrons attended the Friends of PSC Holiday Bake Sale & Bazaar on November 2.
There were 82 participants at the November 19 Thanksgiving Day Luncheon.
- **Wellness** – Jill provided a handout containing a wellness survey focused on nutrition and resource information regarding the topic of elder abuse. Helen explained some of the information obtained from Judy Sivak, Director of the Area Agency on Aging IIIA, regarding elder abuse. Judy is part of the Elder Abuse Coalition which was recently initiated. They are in the planning stages for ways to reach and inform “gatekeepers” who interact with the elderly. Helen volunteered to be an Advisory Board representative to receive information from the coalition. Ann agreed to be her backup. Jill also recommended that we visit the *Senior Brigade Website* www.SeniorBrigade.com launched by the State Attorney General, which provides information on consumer protection, financial matters, health care issues and veteran’s services. There was discussion concerning resource material that should be provided at PSC. Several ideas were mentioned. Jim and Helen volunteered to compile a list of resources. Ann, Art, and Helen agreed to work with Denita Demler, PSC Program Coordinator, to schedule a speaker at

PSC on at least one aspect of elder abuse. Helen also shared a document about emergency preparedness and safety within the home.

- Trip Committee (Trudy) – Trudy reported that a trip on February 10 to see the Lennon Sisters was cancelled due to insufficient signups. Payments to venues are required in advance of trips and early signups are needed in order to assure that we will cover expenses. Jim suggested that deadlines for signup be advertised. Mary mentioned a PSC trip on March 12 to see a music and dance performance in Chicago called *Heartbeat of Home*.
- Friends of PSC (Trudy) –The Friends Board is investigating production of a video to publicize the Friends organization. The November 30 Festival of Trees event raised about \$3000 for PSC. A fundraiser golf outing will again take place at Angels Crossing Golf Club this spring.

Old Business

- Grievance/Complaint Policy for PSC – Ann will obtain copies of the final policy for the board.
- Accreditation Committee – Ann discussed information from Larry Smith relating to the planning committee for the next reaccreditation of the Senior Center.

New Business

- Off Site Meeting in Spring – Ann asked board members to consider whether we should meet at another location once spring weather arrives.
- Recommended 2014 Senior Center Class and Rental Fee Revisions – Jill reported that the Portage City Council approved class and rental fee revisions in recent action by consent agenda. It has been at least ten years since class fees were raised at PSC. There will also be posted class minimums and signup deadlines.

Advisory Board Comments: Mary suggested to Jill that a Lobby Copy of the PSC Newsletter be made available. Jill welcomed the suggestion. Some board members provided notification of expected absences for upcoming meetings.

Citizen Comments: None

The meeting was adjourned at 4:05 p.m.

The next Advisory Board meeting will be held February 19 at 2:30 p.m. at the Senior Center.

Submitted by Mary Maisto