

Portage Senior Citizens (PSC) Advisory Board

Minutes: March 17, 2021

Call to order time: 2:37 PM (Due to Covid-19, the meeting was held Online using WebEx)

Chairperson Doug Gilchrist called the meeting to order at 2:37 PM. Kim Philips read the following statement:

“I call the March 17, 2021 Senior Citizen Advisory Board Meeting to order. In accordance with Michigan Senate Bill 1108, this meeting is being conducted in a virtual format. The meeting will include one public comment opportunity. If you are interested in making a comment or asking a question, please note that in the chat box and you will be called on during citizen comment time.”

Roll Call:

Doug Gilchrist (Chairperson) - Portage
Larry Smith (Vice Chairperson) - Portage
Joe Magalski (Secretary) - Portage
Linda Zoeller - Portage
Mary Lou Petrulio - Excused
John Lobo - Portage
Trudy Riker - Portage
Bill Wieringa - Portage
Art Roberts - Portage
Sharon White - Portage
Genevieve Kim (Youth Advisory Committee) - Portage

Senior Center Staff Present:

Kim Phillips - Portage
Dawn Shilts - Kalamazoo
Julie Vandernoot - Portage

Guests: None

The minutes for the January 20, 2020 meeting were approved with two corrections.

- Under Senior Center Staff Present, corrected Julie's name (sorry Julie!)
- Under Legislative update, corrected next meeting to March 4.

Travel Program, Art/Dawn:

- As of right now, no trips are scheduled (due to Covid).
- The PSC continues to offer virtual tours of travel destinations. It has been very popular, most have filled up. The survey results have been positive. There is a nominal cost for members. Additional virtual travel tours have been set up for April through August (2 per month).

Legislative Update, Art:

The Kalamazoo County Advocates for Senior Issues (KCASI - kcasi.net) continues to meet virtually. Recently, they have discussed voting laws, expanding broadband (internet) access for seniors, and the Elder Abuse law. The next meeting will be May 12.

Friends of PSC Board Update, Kim:

- The Friends of PSC Board have been meeting virtually.
- The golf outing fundraiser will take place this year. The date is May 24 and it will be held at the Heritage Glen Golf Club in Paw Paw.
- They received a very generous donation from the estate of Ruth Ann Meyer. Some of the money will go to the Scholarship Endowment fund which will be named in her honor.
- They plan on having the purse sale this year but it most likely will be different.

Managers Report, Kim:

- PSC Staff is beginning to discuss the details of re-opening.
- PSC Staff has begun to get the covid-19 vaccinations.
- Kim gave overview of the Monthly Operations Reports for January and February.

Old Business:

- Update on current status of Senior Center - Kim
 - Despite being closed, the PSC has been very busy with various activities.
 - Drive-through events include the following:
 - N-95 Mask Give Away
 - Valentine Day Treats
 - St Patrick Day Treats
 - Cooking Demonstrations (in collaboration with StoryPoint of Portage)
- Construction Update - Kim
 - It is going well! They are under budget. The current target for opening is February, 2022.
 - They continue to have weekly meeting with Project Manager (s) to discuss progress.
 - Kim has toured the site.
 - The outside of the elevator tower has been constructed - it gives an appreciation of the height of the building.
 - PSC staff has been looking at furniture.

- At some point, Kim will arrange for a site tour for the Advisory Board and Friends of the PSC.
- Capital Campaign Update
 - The total donation amount is at \$4.2 million out of a goal of \$5.5 million
 - We received a award from the state of \$100,000.
 - They received a generous donation from the Dow Foundation (Midland Based company). This was unexpected.
 - They tried to get a donation from the Upton Foundation and they declined.
 - Joe asked about offering bricks with people's name on them. Kim said they looked at this and it is not cost effective since there are several issues with the maintenance of the bricks.
- Accreditation Update - Dawn
 - Overall, the accreditation is in great shape.
 - The 9 sub-committees completed their work by the end of January. Kim and Jim have reviewed everything.
 - The National team has implemented a new application to upload the documents to. As soon as it is available (early April), Dawn will upload all of the documents.

New Business:

- Financial Update - Kim
 - Kim provided a summary of revenue and expenses for the first 9 months of the fiscal year.
 - Overall, we are in okay shape given that revenue is way down as the travel programs contribute a lot of revenue.
 - The city of Portage normally provides about 25 to 30 % of the PSC expenses.
 - We continue to receive funds from the Kalamazoo Senior Mileage which has helped our finances.
 - The Friends of the PSC has continued to provide donations to the PSC.
 - All PSC staff has been on the payroll since June, 2020.
 - The PSC staff encourages members to get a Lifetime membership.
 - Revenue (and expenses) are expected to increase once we are in the new building.
 - The revenue received from the Newsletter advertisers covers the cost of printing.
 - Someone asked why there hasn't been anything in recent Portager newsletters and Kim said that she has not submitted anything but in the past when she has, the city includes it.
- Evidence Based Programming
 - The PSC has been selected as the Kalamazoo County provider of Evidence Based Programming. This includes activities such as fitness, bingo, as well as A MATTER OF BALANCE which is an award-winning program designed to manage falls and increase activity levels.
 - The program will mostly be run by volunteers.
 - This program will help our position as a regional provider of senior services.

Activity Reminders - Julie

- Our online classes and drive through events continue to be popular.
- The drive-throughs allow the PSC staff some interaction with members.
- The PSC is now offering OSHA Life-Long Learning in cooperation with WMU. There is no cost to members.

Advisory Board Comments:

- Genevieve said she has met once with Kim regarding her proposal from January (have youth interact with PSC members). Kim told Genevieve a follow-up meeting is on her to-do list and will get back to her.
- Trudy and Sharon - gave kudos to the PSC staff.
- Art asked how many masks were given out during the drive-through's and Julie estimated that at 2.000.
- Joe suggested meeting outside at a park for the next meeting.

Citizen comments: None

Time Adjourned: 3:21 PM

Next meeting: Wednesday, May 19, 2021 at 3:39 PM (location is TBD)