

Portage Senior Citizens Advisory Board

MINUTES: August 16, 2023

ATTENDANCE: Linda Zoeller, Jean Balazs, Joan Stommen, Larry Smith, Kim Phillips, John Lobo, Karl Hokenmaier, Trudy Riker

Absent Excused: Sharon White, Linda Ciampi

Absent Un-excused: Art Roberts

Guests: None

Staff: Kim Phillips

Chairperson Linda Zoeller called the meeting to order at 2:34PM.

Larry motioned to approve the minutes from 7/20/2023 meeting as published; Joan seconded the motion. Motion carried.

Travel Program Trudy Riker:

- No updates from the Travel Committee as the next meeting is scheduled for Monday August 21.
- The Travel Committee is continuing their work per plan and happy to have the mini-buses available for trips.

Legislative Update, Art Roberts:

- None.

Friends of PSC Board Update, Trudy Riker:

- Approved minutes and financial report from the previous meeting.
- Kim reported to the Friends Board on the hiring of additional program assistants, expanding hours of operation, popularity of fitness classes, and delivery of mini-buses.
- Kim updated the Friends Board on the PSC Advisory Board's recommendation to the City Council to designate Portage as a dementia friendly community.
- Friends of PSC are waiting for a new credit card after changing banks.
- Purse Sale:
 - Set a goal of \$10k.
 - Looking for volunteers.
 - May add a photo booth to generate additional income.
 - Trudy distributed flyers and asked the PSC Advisory Board members to display them in public areas.
 - Moving online payments to Square from PayPal.
- The Friends of PSC Board is preparing an annual report.
- Looking for fund raising ideas.

Youth Advisory Board:

- None

Manager's Report, Kim Phillips:

- Membership plateauing as expected.
- Good program participation – Percentages remain stable regardless of membership numbers.
- Increasing interest in programs offered by PZSC remains a management challenge.
- Claire will enroll in a personal trainer certification program.
- Positive feedback on changes to registration rules for fitness classes.

Building/Program Updates:

- Added new program assistants: Ed, Rob, Carli, and Ted.
- Carli is leaving PZSC next week.
- Ted is on a 1 day/week schedule during football season. He is a football coach in Kalamazoo College.
- PZSC is approved for additional staff but is currently evaluating need.
- Evening hours will be added from September on. Tuesdays, Wednesdays and Thursdays the PZSC will open from 7AM to 7:30PM.

Dementia Friendly Community Update

- City Council will issue a proclamation on 8/22 during the City Council meeting. The proclamation will state Portage's vision of becoming a Dementia Friendly Community.
- The City will add dementia awareness training to scheduled training sessions on 9/1.
- Development of additional training to follow.
- Heritage Community to fund a memory café in PZSC. The current plan is to offer a luncheon to dementia patients and caregivers.
- Training opportunities will be available to PSC Advisory Board members.

New Business:

- Kim will provide a financial update next month.
- A review of PSC Board's goals is due prior to annual report to City Council. Kim will send out the previous goals to the Board.

Activities Reminders:

- There will be an Elvis impersonator show in September.

Advisory Board Comments:

- Linda commented on how the Board has been unusually busy this year. She plans to be at the August City Council meeting for the Dementia Friendly Community proclamation.

Time Adjourned: 3:16 PM

Next meeting: September 20, 2023