

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
COMMITTEE ON AGING
Menasha Senior Center
116 Main Street, Menasha**

**May-12, 2011
7:45 AM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [April 14, 2011](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Jean Wallerman, Older Adult Coordinator
- E. Action Items
 - 1. Election of Chairman
 - 2. Election of Vice Chairman
 - 3. Election of Secretary
 - 4. Approval of Advocap Meal site Agreement Jan 1, 2011 through Dec. 31, 2011
 - 5. Review Policy on Party Ticket Refund
 - 6. Review Policy on Trip Ticket Refund
 - 7. Review Policy on fundraising
 - 8. Cancellation of July COA Meeting
 - 9. Re-naming of Small and Activity Rooms.
- F. HELD OVER BUSINESS
 - 1. Continued Discussion on Senior Center Goals
- G. ADJOURNMENT
 - 1. Next Meeting June 9, 2011.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Senior Center at 967-3530 24-hours in advance of the meeting for the City to arrange special accommodations."

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**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
4-14-11**

- A. Meeting called to order at 7:45 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, Lee Murphy, Sue Steffen, John Ruck, Mary Lueke, Jean Wollerman
Excused: Sue Nett, Peg Malueg
- C. MINUTES TO APPROVE
1. Motion to approve minutes from March 10, 2011 meeting made by L. Murphy and seconded by S. Steffen. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
- J. Wollerman presented the report on senior center activities for the month of March. The total number of visits was 1185 as compared to 1258 in 2010. There were 2 snow days in March which greatly impacted the total number of visits. Building rentals are increasing now that the word is getting out about how nice the center environment is for family parties i.e. baby and wedding showers etc. J. Wollerman reported that one of the weak areas is attendance at the various presentations that have been scheduled to date. Committee members offered suggestions on topics that would be of interest to senior citizens: medicare, roundabouts, drug knowledge/pharmacist presented, herbal supplements, camera use, food class, new beginner golf, hunting class/presentation and fishing class/presentation.
- E. ACTION ITEMS
1. Senior Center Goals – Committee members discussed goals they would like to see staff develop and then work on implementation. These goals include the following: Methods to attract more seniors including the younger senior; collaboration with the library on activities geared to the seniors; provision of more intergenerational activities; hosting an open house for the public and new common council; incorporating more information on activities for the senior population in the Park and Rec brochure; collaboration with Heckrodt on activities; and examining the building entrance i.e. the entrance overhang and safety of current entrance location.
- F. HELD OVER BUSINESS
1. Code of Conduct Policy revision. Committee members reviewed a revised code of conduct policy for the senior center. It was noted there were two sentence structure errors to be corrected. Motion then made by S. Steffen and seconded by J. Ruck to approve the revised code of conduct policy. Motion carried.
- G. Motion to adjourn at 9:15 AM made by J. Klundt and seconded by J. Wollerman. Motion carried. Next meeting May 12, 2011.

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