

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 10, 2012
7:45 AM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [April 12, 2012](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Director
 - 2. Public Health Director
- E. NEW BUSINESS
 - 1. Election of Chairperson
 - 2. Election of Vice Chairperson
 - 3. Election of Secretary
 - 4. Discussion Community Test
- F. HELD OVER BUSINESS
 - 1. None
- G. ADJOURNMENT
 - Next meeting June 14, 2012

"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
April 12, 2012**

- A. Meeting called to order at 7:50 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, John Ruck, Mary Lueke, Sue Steffen, Lee Murphy, Jean Wollerman, Susan Nett
Absent: Peg Malueg
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from March 8, 2012 made by S. Steffen and seconded by J. Ruck. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Director, J. Wollerman presented her report on attendance numbers for March. 1750 visits breaks the record for any month since Jan. 2007. J. Wollerman also reported on the upcoming events planned at the center for this month and beyond. S. Nett reported on the roof replacement project which has been completed. Several PWF staff completed the project at a cost of \$7359.16 (excludes labor costs already budgeted). The savings to the city was \$7640.84.
- E. New Business
 - 1. Building Project Update/Next Steps. S. Nett, J. Wollerman, and L. Murphy reported on the meeting with representatives from McMahan Engineering regarding the proposed project approach for relocation and remodeling of the entrance for the senior center. Discussion centered around need for a different entrance. L. Murphy reported he was almost hit by a car as he left the center and wonders just how long it will be before someone is hit and injured. McMahan's proposed fee to develop a conceptual plan and budget to address current facility inefficiencies is \$2950 discounted from \$6800. Additional discussion centered around where the money would come from to pay this initial cost. Committee members understand that fundraising will need to be done to raise the funds needed to do the project but to get to that point they will need to know what that amount is and the development of the conceptual plan will give them that dollar amount. J. Wollerman reported there is some money available in the Legacy Account but that money is really designated for memorial items like a bench or wall hanging etc. S. Nett discussed there is some money left from the roofing project and common council approval would be needed to use some of that unexpended money for this project design. S. Nett will see about getting this item on the first Administration committee meeting in May. Motion to accept the project approach by McMahan Engineering at the discounted amount of \$2950 for the remodeling entrance project at the senior center for the primary purpose of safety for senior center patrons made by L. Murphy and seconded by J. Ruck. Motion carried.
 - 2. Approval of Strong Bones Program Memorandum of Understanding. S. Nett and J. Wollerman explained about the Strong Bones Program and the request to hold the

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classes here twice a year for 12 weeks each session in the early evening. The MOU has been reviewed and revised by the city attorney. Winnebago County Health Department has requested use of the facility rent free and requested use of mats and some of the weights that are used by other YMCA programs at the senior center. The class participants pay for the program. The instructor is not paid. S. Nett and J. Wollerman have met with a supervisor from Winnebago County HD and each of them came away from the meeting with a different idea about using the senior center and future programming. The MOU was drafted to clarify use of the center by the program. Discussion ensued regarding why there couldn't be some rental fee charged and if one program is rent-free, how many other programs will request the same; and what about the cost of the utilities etc. Discussion continued under Item 3.

3. Strong Bones Program Rental Fee---S. Nett discussed the option of having a nominal fee per 12 week session in lieu of the rental fee which would be considerably higher. This would cover the cost of the utilities and use of the facility and still allow for revenue for program supplies. Committee members questioned use of the Y's equipment and J. Wollerman explained there is no concern letting the program use some of the weights and mats as needed as long as other equipment is available as well from the Strong Bones program. Motion to approve the Strong Bones program MOU with a nominal usage fee of \$50 per 12 week session made by J.Ruck and seconded by S. Steffen. Motion carried.

F. HELD OVER BUSINESS

1. Legacy Account Update given by J. Wollerman. Currently there is \$4500 in a CD and \$1714.40 in a savings account. \$715 of that amount is designated to be used for a bench or other item in the donor's name. The money in the legacy account is designated for use in durable items or building enhancements.

- G. Motion to adjourn at 9:50 AM made by M. Lueke and seconded by S. Steffen. Motion carried. Next meeting May 10, 2012.