

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**

**March 14, 2013  
7:45 AM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [February 14, 2013](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Senior Center Older Adult Director
  - 2. Public Health Director – Memory Café Project
- E. Action Items
  - 1. Selection of Architectural Design Firm for Architectural Design Services for Menasha Senior Center Addition.
- F. HELD OVER BUSINESS
  - 1. Senior Center Mission Statement
- G. ADJOURNMENT
  - 1. Next Meeting April 11, 2013

"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  
February 14, 2013**

- A. Meeting called to order at 7:55 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, Peg Malueg, Mary Lueke, John Ruck, Lee Murphy, Jean Wollerman, Susan Nett  
Excused: Sue Steffen
- C. MINUTES TO APPROVE
1. Motion to approve minutes from January 10, 2013 meeting made by M. Lueke and seconded by L. Murphy. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. Senior Center Older Adult Director J. Wollerman presented a report on attendance and activities at the senior center. The number of visits during January increased from 1161 in December to 1388 in January. A comparison to visits in January 2012 showed a decrease from 1445 to 1388. January 2013 has had significant weather incidents as compared to a year ago which could account for the decrease. A change by Advocap in the mealsite vendor could also have had an impact on the attendance. This January did however have the second highest number of visits recorded since 2007. The Valentine party scheduled for today (Feb. 14<sup>th</sup>) has 65 participants registered. United Healthcare has volunteered to be a movie sponsor for movie day at the senior center. Valley VNA will be sponsoring the 2013 subscription to the Post Crescent. Bingo sponsors are in place for the monthly event to July and for November. J. Wollerman is hoping for sponsors for the remaining available months. The family of Mary Weger donated \$20 in her memory to the senior center. The money was deposited in the Legacy Account.
  2. Update – Architectural Design Project. S. Nett reported Greg Keil is in the process of preparing the request for proposals for the final design project. The RFP will be sent to McMahon and Associates, Steve Gries, Bob Acord, and Martenson & Eisele. G. Keil will attend the March COA meeting with further information on the project. S. Nett discussed the possibility of block grant funding to assist with the project. Committee members discussed the safety concerns especially noticeable with this year’s winter weather. J. Wollerman may need to provide supporting data on numbers of senior citizens utilizing the center that are low income and/or disabled. J. Ruck indicated that anything that significantly affects a life function is considered a disability by federal standards so there may be seniors attending the center that have heart problems or respiratory issues requiring the use of oxygen, etc. Committee members are eager to know final numbers so they can begin to look for funding of the project.
- E. Action Items
1. Raised Garden Project. J. Wollerman informed the committee the Menasha Rotary will be purchasing the supplies and constructing raised gardens for the senior center. Discussion was held regarding site location of the gardens and who would maintain them. Committee members will be kept informed as the project evolves. No action needed at this time.
  2. Volunteer Banquet will be held in June. The date will be finalized soon. It will be an early evening supper. (Informational only at this time)

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F. HELD OVER BUSINESS

1. Senior Center Mission Statement. J. Wollerman asked this be held again and reminded committee members to submit their ideas to her so they can be compiled for the next meeting.

G. Motion to adjourn at 9 AM made by L. Murphy and seconded by S. Nett. Motion carried. Next meeting March 14, 2013.