

**VILLAGE OF GERMANTOWN
SENIOR CENTER ADVISORY COMMITTEE
MEETING MINUTES
January 28, 2016**

I. CALL TO ORDER:

The meeting was called to order at 5:35 p.m. by Chairperson Daniels.

II. ROLL CALL:

Present: Chairperson Shane Daniels, Trustee Jeffery Hughes, Trustee Dennis Myers (arrived @ 5:55pm), Citizen Representative Norine Janzen, Senior Club Representative Arline Flesch (arrived @ 5:40pm);

Staff: Park & Recreation Director Mark Schroeder, Senior Coordinator Katie Rodger;

Audience: Laura Lee and Shirley Faina.

III. APPROVAL OF MINUTES:

Motion by Janzen seconded by Hughes to approve the October 22, 2015 meeting minutes; motion carried unanimously.

IV. PUBLIC INPUT:

None

V. OLD BUSINESS:

- A. Security Camera System: Director Schroeder informed the Committee that MCR services installed two new exterior cameras. All but two exterior cameras are now working. Highways, Parks, Building and Grounds Foreman, Scott Anderson and Highway, Parks, Buildings and Grounds Crew Leader, Dan Kivela observed the install. Going forward should an exterior camera need to be replaced, Anderson and Kivela will perform the installation.

VI. NEW BUSINESS:

- A. Senior Club Newsletter: Director Schroeder presented the Committee with the January and February Senior Club Newsletter, "Golden Year's Gazette. As of the first of the year Liturgical Publications Inc. began printing the newsletter in full color, it was previously being printed in-house on the Senior Center Copier. The committee was impressed with the new format. Kudos to Senior Coordinator Rodger for her work with this project.
- B. Senior Center Office Staffing: Director Schroeder presented the Committee with job descriptions for the Office Assistant and the Front Desk Volunteers. At the last meeting, during the public input section, it was brought before the Committee to pay volunteers when they cover for the Office Assistant's vacations. A discussion was held on the amount of volunteer hours the senior center volunteers log per year, and whether it would set a precedence to pay some volunteers, but not others. It was the general consensus of the Committee to leave things as they are.
- C. Senior Center Coordinator Position: Director Schroeder informed the Committee that Senior Coordinator Rodger has accepted the Recreation Supervisor position with the Village of Germantown. Director Schroeder will go before the Village Board on Monday, February 1, 2016 for approval to fill the Senior Coordinator position. Director Schroeder thanked Senior Coordinator for a job well done, and her guidance and assistance with the transition process.

VII. DIRECTOR'S REPORT:

Director Schroeder informed the board that preliminary 2015-year end operating budget numbers look good. Rentals were up from previous years, and while program and trip revenues were below budget estimate, revenues did exceed the program and trip expenses. The Dart Board is not working properly, Senior Coordinator Rodger has been in contact with an individual who will come out and assess the cost of repairs. Paczkis and Coffee with the Village Board is on Tuesday, February 9th @ 9:30 a.m. all are invited. The Easter Bunny Lunch will be held on Saturday, March 19th. Lunch will be served at 11:30 a.m., tickets go on sale in late February.

VIII. ANNOUNCEMENTS OF PUBLIC INTEREST:

The next Senior Center Advisory Committee meeting will be April 28th @ 5:30 p.m.

IX. ADJOURNMENT:

Chairperson Daniels adjourned the meeting at 6:10pm.

Respectfully Submitted: Katie Rodger