

Village of Germantown
Senior Center Advisory Committee
Meeting Minutes
January 26, 2017

I. CALL TO ORDER:

The meeting was called to order at 5:30 p.m. by Chair Dennis Myers.

II. ROLL CALL:

Arline Flesch, Norine Janzen, Trustee Alan Campbell, Trustee Jeffrey Hughes, and Trustee Dennis Myers. Also present were Park & Recreation Director Mark Schroeder and Senior Coordinator Mary Fiegel. Audience members were Laura Lee, Elaine Laabs, Patti Klein, and Cathie McCaffrey.

III. APPROVAL OF MINUTES:

Motion was made by Jeffrey Hughes and seconded by Norine Janzen to approve the October 27, 2016 minutes; motion carried unanimously.

IV. PUBLIC INPUT: NONE

V. OLD BUSINESS:

A. Vending Machine Use

A discussion was held at the October meeting regarding the Soda Machine and the Candy/snack machine. Items such as candy/cookies etc. were taken out of the vending machine due to non-purchase of these items. The cost had gone up from 50 cents to 75 cents per item. Arline suggested that the price again be lowered. Mary informed the committee that it is possible to adjust the prices based on each item. Mary will take care of revising the prices for the various items, and monitor how sales go in the future.

VI. NEW BUSINESS:

A. Senior Center Gift Shop Remodeling Project Update

Mark Schroeder reported that the 2017 Budget included \$7,500 to renovate the gift shop. The Germantown Senior Club has also made a commitment of up to \$2,000 toward this project. In early January, Mary and Mark met with Al Lepak regarding re-design of the gift shop to make better use of available space, and create a more professional way to display the items. Al recommended the option to purchase and modify Lundia shelving units and storage systems. Mary presented photos and information on the Lundia shelving units and slat wall product. Pier 1 Imports in West Bend currently has a liquidation sale, and following visits to check out the store inventory, the village has purchased 18 – 4'x10' sections of the shelving units along with slat wall product at \$45/ea. for \$1,030. Mark estimates the total cost of materials to be around \$2,000. The committee then toured the gift shop to discuss the design and installation plans. Staff is currently working with Al Lepak on final labor/installation costs, with estimated costs are between \$2,700 - \$3,000. This would include labor to customize, deliver, and install the shelving units and slat wall,

installation of a storage closet and shelving units, and re-painting of the gift shop. The village DPW staff would remove the existing sink and cabinets. Mark, Mary, and Al met with the village building inspector, and building and grounds staff to present these plans. The anticipated timeline for this project as follows:

February 15 – move all existing items from the gift shop

February 20 – March 20 – construction work

The committee was pleased with the design, and estimated project costs, and looking forward to the completion of the project.

VII. DIRECTOR'S REPORT:

- A.** Mark reported that the department staff is currently working on the 2016 Annual Report which will include information on the Senior Center programs and services.
- B.** Mark also announced that the 2017 agreements with the Washington County Aging & Disability Resource Center have been approved. The county provides funding to the village for use of the center for the Senior Nutrition Program, and also to help the village to provide senior programs and services for the community.
- C.** Mark also extended a thank you to the DPW staff for the excellent efforts with snow and ice removal this winter.

VIII. ANNOUNCEMENTS OF PUBLIC INTEREST:

- A.** Mary distributed invitations to the annual Paczkis & Coffee with the Village Board. The event will be held on February 28th.
- B.** The Easter Bunny Lunch will be held on Saturday, April 8th. Volunteers are welcome to help with stuffing of the Easter Eggs on Wednesday, March 29th. It was noted that a volunteer is needed to serve as Easter Bunny.
- C.** Mary noted that the carpets are scheduled to be cleaned on March 25th.
- D.** Mary updated the committee on some upcoming day trips including fishing excursion, sailing program, and the Rosendale Dairy Tour.
- E.** The next Advisory Board meeting will be: April 27, 2017 @ 5:30 p.m.

IX. ADJOURNMENT:

The meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Mary Fiegel, Senior Center Coordinator