

Senior Center Advisory Committee
Meeting Minutes Thursday, January 19, 2022

- I. Call to Order for this meeting was at 1:20 pm by Dennis Myers.
- II. Roll Call: Dennis Myers, Jan Miller, Jackie Shebesta, Faye Price, Norine Janzen, Guilford Standridge, Mary Fiegel
- III. Approval of minutes: Norine motioned to approve the minutes of August 18, 2022 meeting. It was seconded by Jan Miller. Motion approved.

IV. Public Input: There was no one else in attendance so there was not any Public Input.

V. Old Business:

- 2022 Budget-
- 2022 Statistics Report of the Senior Center

Germantown Senior Center Report 2022

Senior Center

- Van Rides total number: 1,201 Miles: fuel: 425.4 gal fares:2,227.50
- Senior Center Volunteer Hours: 2,965
- Trips offered: 13 participants 239 1 trip cancelled
- Foot and Nail Clinics: 15 participants: 96
- Rentals: 43 cancelled 1 Apprx. participants: 1,885
- Blood drives 2 : 249 part. Police Night Out: 1,000 + part.
- Classes/activities offered: 1,400 Attendance: 8,135 canceled: 0
- Exercise room use: 256 Billiard Room- 68 Computer Room 20

Rec Dept Use of Senior Center

- Scrapbooking Classes:
- Adult Evening Dance it out classes
- Children’s Dance Classes Wed. and Thurs. Nights
-

Washington County Programs

- Congregate Dining 850
- Meals Delivered 8,368
- Picked UP Meals 1,368

- **Senior Club**

- Meetings: 12
- Attendance: 335
- Total Members for 2022: 129
- 5th Wednesdays : March: 39 June: 40 Aug:50 Nov: 71 total 129
- Volunteer Hours for Club- 410

VI. New Business:

- 2023 Budget- Gil Reported that the budget remains the same as last year and that Mary will need to increase revenue.
 - 2023 Senior Center Programming
1. This is our Golden Anniversary Celebration Year. We will have 2-3 special programs celebrating this. TOP SECRET
 2. New to the Center as of January 12 we have started a Strength & Balance Class on Thursday Mornings led by a Physical Therapist. We have 25 people signed up. This class will run for eight-week sessions at a time, just like Yoga and Zumba. We had to turn people away due to lack of space. The County used to do Strong Bodies here but has not done so since covid. (There was no promise of return of that program)
 3. We are also starting a line dancing class in March and that will run the same, 1 session equals 8 classes.
 4. Also, a first for the center, we had a henna class on January 18.
 5. The Cri-cut classes are always full. They will not be held in the summer. Only spring and fall
 6. The library programs last year were wonderful with good participation. This year Cara will be doing five classes on the 4th Wednesday afternoons.
 7. Big Trip this year- Texas and The Alamo with Mayflower Tours in March
 8. Irish Party on March 13th 1:00 pm
 9. There are 16-day trips scheduled for 2023.
 10. Started off the year with 3 van drivers having various surgeries. As of February, we are back in full swing with substitutes and some drivers back from surgery.

- Rental Fee Increase- a discussion was held regarding rental fees. Mary and Gil went over the proposed changes and explained why the increase. Discussion was held and the proposed changes were agreed upon. See attached for proposed changes and the new rental form after the changes were made. This will go into effect on February 1, 2023
- Alcohol transportation in a Village Vehicle? A discussion was held regarding when we take people grocery shopping whether we can allow alcohol to be transported in the van or not. (unopened) Interfaith transportation allows only 2 bottles and Washington County taxi only allow two bags total of whatever but drivers do not help with any bag handling. This is a topic that needs to be discussed with the Village Lawyer. Gil was asked to check into this matter.
- At the State WASC (Wisconsin Association of Senior Centers) meeting last fall a discussion was had regarding LGBTQ+ clients. The Center is an all-inclusive entity. Suggestions from the meeting to inform the public were: to put a rainbow sticker in the windows of the entryways. Committee discussed and agreed that would be fine. There should also be a rainbow somewhere in the Monthly newsletter. NO disagreement. We should also have a gender-neutral restroom available at the center. The nurse's office could be used for this the toilet needs to be fixed and a sign for restroom with a man/woman on it should be by the door. Discussion was had to have a changing table available somewhere in the building. The committee felt that this was unnecessary.

Senior Club News reported by Jackie Shebesta – Club Representative

1. Currently have 80 members
2. Meetings on the 2nd Wednesday of each month at 1 pm followed by bingo and a 50/50 raffle.
3. First 5th Wednesday is March 29 with a spring theme. Soup and Choice of ham or turkey sandwich, After lunch 10 games of Bingo with cash prizes and 50/50 raffle.
4. Other 5th Wednesday of the year are: May 31, August 30 and Nov 29.

5. The Club is no longer sponsoring the Easter Bunny trail or Lunch. The Senior Center will take over this event and it will be called the Easter Bunny Bonanza.
6. Club has their own license for 50/50 raffle, applied for and paid for by the Club No one else can use the license for any other events.

VII: Director's Report:

Respectfully Submitted,

Mary Fiegel

Senior Center Coordinator

Directors Report
January 2023 Meeting

Performance Evaluations

During November and December I conducted employee evaluations for my full time staff. For each staff member I selected four areas of core competency that I felt was most pertinent to their job responsibilities. Employees were given the opportunity to give comments and tell me their accomplishments in these areas. I was able to respond to what I have observed for those areas. Then I scored each area from 1 to 5 with 5 being excellent.

Staff was also asked to give two goals in four different areas, Customer, Process, Growth, and Financial, and comment on how they expected to achieve the two goals and I gave Supervisor comments.

All staff scored well and each will receive a 2% merit increase for 2023. Bonuses are yet to be determined based on financial audits being conducted.

Request for Proposal – Trails Master Plan

I have received approval to spend \$30,000 to hire consultants to develop a trails master plan for the Village of Germantown. I sent out eight (8) RFP's, and I received two actual proposals. One from GRAEF Consultants, and the other from Hardwood Engineering. I have invited both teams to present to the trails committee next Wednesday night the 25th, and then a recommendation will be made to the Parks Commission for a vote. I will then take the decision of the Commission to the Board for final approval so hopefully in early February the consultant team can begin work on a plan.

Trails Committee

After much discussion with Brian Depies I formed an unofficial non-voting, volunteer committee, Of citizens (7) who have interest in developing trails in Germantown. Folks who are somewhat knowledgeable about trails and are avid walkers, joggers, or bicyclists.

We held our first meeting before the holidays, and discuss the philosophy of the committee, and that is to assist me into looking into pedestrian and river trail development, recommendations we can make to the Consultants that will be hired to do a master plan of Germantown trails in 2023.

This committee will make recommendations to the Park Commission for vote if and when that is necessary.

Picnic Tables

The Village Board approved \$49,000 to purchase 48 new picnic tables. This will allow us to remove all the remaining wooden picnic tables we have at Haupt Strasse and the old Firemen outdoor picnic shelter and replace with the metal tables we currently have in most of our parks. The wooden tables will be put up for auction and will generate some revenue from that. I am going to GGF to get approval to use Lee Recreation as our source for the tables. All of the other aluminum tables have been ordered thru Lee Recreation. This will give us consistency throughout the parks. Also I have received quotes from two other outdoor fitters and Lee Recreation by far is the cheapest deal over all.

Port a Johns

I am working with the same local port a john company that has serviced our parks for years. They have requested a \$10 increase per port a john for the year. The port a johns will be cleaned and service each Friday through out the contract. Any issues or vandalism we have had in the past Port A John has sent some one out to take care of the problem in a reasonable time.

RFP Turf Management

I will be developing an Request for Proposal (RFP) to send out to landscape vendors to do the same work that Total Lawn Care has done in the parks and athletic fields the last ten years. Specs will involve treatment five times a year for a complete Turf management program. Treatment will include top dressing, aerivation, herbicide application, fertilization, seeding, and broadleaf herbicide, for nine village parks and the Friedenfeld Football Fields. Total Lawn Care will submit a proposal.