

**VILLAGE OF GERMANTOWN
SENIOR CENTER ADVISORY COMMITTEE
GERMANTOWN SENIOR CENTER
5:30pm Thursday, July 24, 2014
Germantown Senior Center**

I. CALL TO ORDER:

The meeting was called to order at 5:30pm by Park and Recreation Director Casperson.

II. APPOINTMENT OF CHAIR PERSON:

Motion by Hughes, second by Janzen to elect Daniels to Chair Person, motion carried.

III. ROLL CALL:

Present: Trustee Shane Daniel, Trustee Jeffery Hughes, Citizen Representative Norine Janzen;

Absent: Trustee Art Zabel, Senior Club Representative Arline Flesch;

Staff: Senior Coordinator Katie Rodger, Park and Recreation Director Justin Casperson;

Audience: Cathie McCaffrey, Harry Reeder, Shirley Faina, Laura Lee, Rick Skarie, Pat Skarie.

IV. APPROVAL OF MINUTES:

Motion by Hughes, seconded by Janzen to approve the March 20, 2014 meeting minutes; motion carried.

V. PUBLIC INPUT:

A. None.

VI. UNFINISHED BUSINESS:

A. Computer Lab: Director Casperson stated new computers were installed in May. The lab received 10 new computers, five of which contain the windows 7 operating system and five of which contain the windows 8 operating system. The printer, currently on the front counter will eventually be moved to the computer lab.

B. Volunteer Hours: Director Casperson stated he met with Coordinator Rodger regarding the Senior Center building coverage, especially the opening and closing of the building. Coordinator Rodger developed new opening and closing procedures and building coverage plan. The plan basically relies on Village Hall personnel to assist during vacancies. Village Hall personnel have already helped cover the building on several occasions this summer.

VII. NEW BUSINESS:

A. Garden Club: Director Casperson stated he met with Coordinator Rodger about the condition of building's landscaping. Out of the meeting came the idea of a "Garden Club", which entailed a group of seniors to water & maintain the landscape beds. Coordinator Rodger pitched the idea to a few seniors and a group was formed. The group met with the Senior Coordinator & the Park and Recreation Director. Pat Skarie from the Garden Club met with a professional landscaper to develop a planting plan and provide a quote for labor and materials. Currently that plan and costs are being reviewed by Village personnel.

VIII. DIRECTOR'S REPORT:

Director Casperson stated the Department is getting quotes for the replacement of the front desk computer (Kim's Computer). It was discovered early this month the surveillance cameras are not working. The Department had a company come in to evaluate the system & provide recommendations. The Company stated it will cost \$2,500 to replace the computer. It was decided to not pay for the computer replacement at this time and evaluate the system usage and explore possible solutions

VIII. ANNOUNCEMENTS OF PUBLIC INTEREST

A. None.

IX. ADJOURNMENT

Chairperson Daniels adjourned the meeting at 6:00pm

Respectfully Submitted by: Justin Casperson