

## **COMMISSION ON AGING MEETING MINUTES**

**Tuesday, December 1, 2009**

**Stoughton Room, Stoughton Area Senior Center**

**Present:** Edna Cloutier, Kay Davis, Lorraine Hawkinson, Kelli Krcma, Jeanne Schwass-Long, Don Mix, David Sharpe, Charlotte Snow, Larry Weiss

**Staff Present:** Cindy McGlynn, Hollee Camacho

**Absent & Excused:** David Bacon, Mary Onsager, Betty Thompson,

**Call to order:** J. Schwass-Long called the meeting to order at 10:00 AM.

**Minutes of October 6, 2009:** Moved by D. Mix and, seconded by E. Cloutier, to approve minutes; passed unanimously.

### **Compliments & Concerns:**

- Receiving many concerns regarding the loss of the annex space. We are in the process of finding alternate places for classes and groups. There may be an interested party that would like to begin renting the space February 1, 2010. The lease is pending.

### **Director Comments: Cindy McGlynn**

- It's an especially busy time with planning the redistribution of the duties of eliminated positions.
- We're also working on a shift to compiling all case management statistics on the MySeniorCenter database; the Center is currently utilizing two databases for this task.
- A rep. from Liturgical Press, the company who will be printing our newsletter in the New Year, sold all of the ads(!), which leaves the Center with receiving 30% back over and above the cost of the newsletter.

### **Assistant Director Comments: Hollee Camacho**

- Shared information from recently attended programs.
  - "Improving Your Volunteer Program to Utilize 50+ Professional Volunteers" sponsored by the Madison Senior Center –this program provided many inspiring ideas to target different cohorts interested in volunteering (or civic engagement).
  - "Caregiver Forum" sponsored by the Dane County Caregiver Alliance. Hollee has requested a copy of the video of the presentations to share as an education piece to Stoughton area caregivers who were unable to attend.
- Please contact Hollee if you would like copies of handouts/articles provided from the programs.

### **Case Manager Position Update: Cindy McGlynn**

- JoAnn Seymour, our previous case manager for Albion & Dunkirk townships is now our 20-hour part-time Case Manager for the City of Stoughton.
- From those interviewed Cindy is still working on a couple leads for filling the township CM position. Both townships have been notified that we're in the process of filling the position.

### **2010 Budget Update: Cindy McGlynn**

- City Council has finalized the 2010 Budget. While the union negotiations have not been finalized, little if no changes to this draft are expected.

### **List of Possible Service Changes Due to Budget Constraints: Cindy McGlynn**

- Decrease in new programming
  - Staff time towards fundraising efforts must take precedence
  - Goal to expand exercise/wellness and new continuing ed. will have to be delayed unless volunteer lead or coordinated.
- Decrease in staff attendance to events or programs
  - Will the City be okay with volunteers leading day trips, lunch bunch, evening events etc?
- Increase in collaboration with other agencies
  - This is absolutely necessary in finding new locations for classes that used the annex.
- Increase in fundraising and fees
  - Will be instating a fee for case management which, may in effect:
- Decrease use of services and programs because of fees.
- Increase in need for volunteers in leadership roles
  - Leadership for programming and fundraising initiatives especially
  - The fundraising efforts that worked ten years ago are not as effective; we must expand our efforts to reach contribution from the broader community and not just from participants.

**Strategic Plan: Cindy McGlynn**

- Looking forward to the strategic planning process on how to best address upcoming years.
- Bill Rizzo from UW-Extension recently finished helping the Stoughton Chamber of Commerce with their strategic plan and is willing to work for us for \$50/hour (the least expensive quote yet!). His recently gained knowledge of the City should prove beneficial and he will provide training to our own focus groups, which save us money.
- Cindy and Hollee will be meeting with Bill Rizzo 9:00 am, Dec. 11 to review his proposal.

**Township Funding: Cindy McGlynn**

- A meeting has been scheduled for December 10, 2009 at 5:00 PM.
- A handout will be mailed with the City Finance Director's proposal for incremental contribution increases in the next 3-5 years.
- Pleasant Springs portion of the proposal is quite aggressive, due to their \$8,000 donation decrease three years ago.

**Senior Center Models: Sharing of Ideas:**

- Kay Davis reported North Carolina Center for Creative Aging in Ashville, NC
- Their focus on lifelong-learning, creative retirement and civic engagement is so strong.

**Committee Reports:**

**Public Relations: Kay Davis**

- Creating action plans to better market to family members of older adults.
- Next meeting **Thursday, January 21, 11:00 AM**

**Finance: Cindy McGlynn**

- Finalizing the donation brochure
- Next meeting **Wednesday, December 9, 2009 at 10:00 AM.**

**Program and Evaluation: Mary Onsager**

- No report
- Next meeting: **Thursday, January 21, 2009 at 9:00 AM.**

**Closing Remarks: Cindy McGlynn & Hollee Camacho**

- Make your reservations for the High School Madrigal Dinner December 8, 2009.
- Please join us in decorating our tree with handmade or purchased donations of mittens, hats and scarves to be distributed to Stoughton Area students.

**Meeting Adjourned:** Moved E. Cloutier, seconded by D. Mix to adjourn the meeting. Carried unanimously. Meeting adjourned at 11:00 AM by J. Schwass-Long.

**Next Meeting: Tuesday, January 5, 2010 at 10:00 a.m**