

## **COMMISSION ON AGING MEETING MINUTES**

**Tuesday, May 5, 2015**

**Stoughton Room, Stoughton Area Senior Center**

**Present:** Sid Boersma, Kay Davis, Carol Heidenway, Nan Hoffman, Ron Jensen, Don Mix, Mary Onsager, Jeanne Schwass-Long, David Sharpe, Charlotte Snow, Betty Thompson

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

**Absent & Excused:** David Bacon

**Call to order:** J. Schwass-Long called the meeting to order at 11:00 AM. Began meeting with a brief member check-in on what went well this week –a recommendation from the WASC training.

**Member News:** C. Heidenway announced she is closing on a house in IL; her move is pending on the sale of her home here.

### **Elections of COA Officers:**

- **Chair:** Motion by K. Davis to re-elect **Jeanne Schwass-Long**, seconded by D. Sharpe; carried unanimously.
- **Vice Chair:** Motion by J. Schwass-Long to re-elect **David Sharpe**, seconded by S. Boersma; carried unanimously.

**April Minutes:** Moved by D. Mix, seconded by C. Heidenway to approve; passed unanimously.

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

- **WI Association of Senior Center (WASC) training:** Cindy passed around handouts and expressed her appreciation for the collaboration COA members bring to the table and their interest in making the Center the best it can be. The training gave ideas for maintaining efficient, 1-hour meetings. J. Schwass-Long and D. Sharpe also attended, and added:
  - **J. Schwass-Long:** the training was well-done. She would like to see COA members get to know each other and Center staff better, more staff-run in-services would be helpful. Best take-a-ways: a compiled list of fundraising summaries from all Centers in attendance and this quote, “Meaningful engagement is different from more communication.”
  - **D. Sharpe:** Some directors told horrifying stories of poorly-run Board meetings. Distributed a handout describing the responsibilities of an over-site board (COA).
- Kristin Ott is back working part-time since her head injury. She says thanks for the card and well wishes. Big thanks to all volunteers who filled in, and continue to, during her absence.

### **In-Service:** Mission of COA Committees, Cindy McGlynn

- COA reviewed the Bylaws’ purpose of the committees & discussed the need for updates.
- D. Sharpe moved and K. Davis seconded that we should revise the G section of the Bylaws to include the Volunteer Committee, separate the Program & Evaluation into two committees and add descriptions for all five committees.
- Cindy will call an ad hoc meeting by email for anyone interested in assisting.

**Funding & Participation Report** (*Accred. Action Plan, Records & Reports A.1*): D. Sharpe & C. McGlynn  
**Participation**

- D. Sharpe shared a report he put together showing participation trends from 2008 to 2014.
- K. Davis questioned what the COA and staff should do with this data.
- C. McGlynn asks members to review it and to bring your observations and recommendations to July's meeting.
- N. Hoffman suggests we look at a mid-year report and participant ages where possible.
- D. Sharpe will email everyone an Excel file along with Census trends.

**Funding**

- For the last three years, the City requires we fundraise \$29,500 towards the general operations fund; these monies have come from general donations, rental income, craft sales and what coffee funds remain once kitchen costs are covered.
- The Special Gifts fund which is used to cover unmet budgetary items, includes what is in the endowment fund and what donations we receive for specific purchases from grants and individual donations.
- County funding has stayed the same for the last three years; roughly \$22,000 for nutrition and \$32,000 for case management services.
- Township donations have increases by \$3,000 in total over the past three years. We are working towards the formula amounts for each township.

**Committee Recruitment:** Cindy is still working on recruiting new COA & Committee members.

**Syttende Mai Update:**

- K. Davis and C. Heidenway will secure the building Saturday; and K. Davis and J. Schwass-Long will cover Sunday
- Parade times have changes slightly this year; Sat. begins at 1:00 PM, Sun. at 1:30 PM
- The Center's parking lot will be designated for handicap parking on Sunday, which Stoughton Hospital Foundation will be managing.

**Brochure:** We are now able to accept donations by credit card! We will add this to the brochure.

**Legislative Update:** Carol Heidenway

- Shared Rep. Rob Kahl's "State Budget at a Glance" handout, which is all dependant on the latest revenue record. Descriptions of the Governor's proposal are being described in the Capitol as "cruel" and "needless." Joint Finance will likely not do away with Senior Care, but they may raise its fees.
- Rep. Hebl and Sen. Mark Miller will be here tonight to hold a budget listening session; Rep. Pocan will be at the library May 6.
- Encourages others to share in the legislative role for the COA.

**COMMITTEE MEETINGS:** Program: May 12, 1 PM, Evaluation: May 20, 1 PM, Volunteer: TBD

**Meeting Adjourned:** Moved M. Onsager, seconded by D. Mix to adjourn the meeting. Carried unanimously. Meeting adjourned at 12:08 PM

**Next Meeting: Tuesday, June 2 at 11:00 a.m**