

COMMISSION ON AGING MEETING MINUTES

Tuesday, August 2, 2022

Mandt Room, Stoughton Area Senior Center

Present: Lou Havlik, Roz Gausman, Barb Manson, Faith Schuck, Jeanne Schwass-Long, David Sharpe, David Thomas, Joyce Tikalsky, Susan Wollin

Staff Present: Cindy McGlynn, Hollee Camacho

Absent & Excused: Bob McGeever

Call to order: L. Havlik called the meeting to order at 11:08 AM.

Elections of COA Officers:

- **Chair:** Motion by D. Sharpe to elect **Lou Havlik**; carried unanimously.
- **Vice Chair:** D. Sharpe nominated Roz who declined; L. Havlik nominated Barb Manson who declined; motion by B. Manson to elect **Faith Schuck**; carried unanimously.

April Minutes: Moved by J. Tikalsky and R. Gausman seconded to approve; passed unanimously.

Comments by Director: Cindy McGlynn

Staff are busy. A couple staff recently had mild cases of COVID.

Fundraising

- Our July 12 fundraiser at Nordic Ridge Park went well. Our staff and volunteers did a good job. The music and food were great, weather was beautiful and with the help of our sponsors, we earned \$1750 to go towards our annual fundraising goal. We have scheduled the park and band again for next year.
- Next Thursday we'll be selling Chose's coney dogs and sauce at the Gazebo Musik event. Once again, Tom Chose has generously offered to come and make the sauce using his family's secret recipe.
- We are waiting on one last pledge to support our annex fundraising goal. We received three significant donations among numerous other donations to support the renovation. We hope to start talking with the Planning Dept. to begin demolition in January.
 - Our renovation plans are to knock down the walls of the four offices of the current annex building and divide the space into two large ADA-accessible rooms for larger exercise groups, presentations, movies and other classes.

Accreditation/Strategic Plan

- We are due for reaccreditation with the National Council on Aging (NCOA) the end of 2023. The process is now online and more streamlined for centers that have been reaccredited.

- While accreditation is a very detailed process it does not cover everything strategic planning does.
- Commission discussed the plans for combining the two efforts into one during the upcoming accreditation renewal process.
 - Emphasis was made on involving a diverse group of people in the process. In addition to COA members, staff, SASC participants and volunteers, it is important to invite people not associated with or unfamiliar with the Center.
 - The Evaluation Committee will begin working on a large-scale survey this winter. Every two years we create and distribute a survey to educate and feedback from participants and non-participating community members. It is made available at the Center, online and through residential mailings. We plan to disseminate one next March. The results can feed into our accreditation/strategic planning work.
 - Group consensus was to not do a separate strategic plan, and instead follow the accreditation timeline and borrow some strategic planning tools to dig deeper into the nine accreditation standards if needed.

Review of COA Survey Results

- Cindy thanked everyone for their honest feedback. She encouraged all members to open up discussion any time they have questions, emphasizing that questions are really helpful to the group and especially to staff. They help us flesh out misunderstandings and keep us on track with our goals. She stressed that she is always available by phone too.
 - L. Havlik added that she liked the idea raised with the survey for members to share resources they've learned about through other contacts.
 - J. Tikalsky shared an example of how she reached out to learn more about other center's tablet loaning and news group programs. Adding that having an annual survey of the COA was a nice refresher for her to review our bylaws and policies.
 - Cindy says staff will be taking these recommendations into consideration. For example, we will provide COA with a diagram of the City's structure.
 - S. Wollin questioned the continual question that comes up with parking -What can change? Cindy shared the following:
 - We can anticipate extra parking spaces that are now being used by annex users once we are granted full use of the annex building,
 - We can request first right of refusal to purchase the blue house next door when it goes up for sale.
 - We can request that the parking lot be set for Senior Center patrons during our business hours and change Main Street parking space from 2-hr to 4-hr limits.
- COA members added:
- J. Tikalsky questioned whether we could invest in an electric vehicle to come to participants' cars and bring them to the door.
 - R. Gausman added the idea of a shuttle bus. B. Manson suggested encouraging people park in larger lots that aren't being used regularly like Mandt Park to somehow utilize a shuttle system

- D. Sharpe wondered if we could get funding to give out cab ride punch cards or parking decals to avoid parking tickets
- J. Schwass-Long thought about giving the issue to a high school group to consider.

2023 Budget Process

- For the City's upcoming budget Cindy is requesting an additional 20 hours of case management staff time and to bring the receptionist position to a full-time position or two part-time positions.
- At the County level, the County Executive is working on a zero budget. There are no new numbers, but no deficit either.

Committee Reports:

Evaluation Committee: H. Camacho shared that the Committee met in June to review the Volunteer Committee's volunteer survey and create a survey to evaluate participants' experience with the Wood Shop. The group also reviewed their progress with the Evaluation Plan. They will monitor whether additional evaluation will be needed once we receive the County's survey results from Nutrition and Case Management service. Now that COA has completed their survey and SASC staff are beginning their evaluative process with Cindy this summer, the Committee's next focus is on a large-scale survey for early next year. The goal of this survey will be to raise awareness and gather ideas for programming in the annex.

Volunteer Committee: S. Wollin shared that the Committee met in June to discuss questions for a volunteer survey and discussed Julia's challenge (a very good challenge) with finding positions for the many people expressing interest in volunteering for us.

Legislative Update: none

Meeting Adjourned: Moved by D. Sharpe and seconded by F. Schuck to adjourn the meeting. Carried unanimously. Meeting adjourned at 12:11 PM.

Next Meeting Mandt Room: Tuesday, September 6, 2022 at 11:00 AM