

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
COMMITTEE ON AGING
Menasha Senior Center
116 Main Street, Menasha**

**January 10, 2013
7:45 AM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [December 13, 2012](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Director
 - 2. Update – Architectural Design Project
- E. Action Items
 - 1. Discussion on Discontinuing \$2 Birthday Coupon
- F. HELD OVER BUSINESS
 - 1. National Accreditation Discussion – (Held from Dec. meeting)
 - 2. Senior Center Mission Statement
- G. ADJOURNMENT
 - Next Meeting February 13, 2013

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Senior Center at 967-3530 24-hours in advance of the meeting for the City to arrange special accommodations."

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**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
December 13, 2012**

- A. Meeting called to order at 7:55 AM by Chairman J. Klundt
- B. Present: Joyce Klundt, Peg Malueg, Mary Lueke, Sue Steffen, John Ruck, Lee Murphy, Sue Nett, Jean Wollerman
- C. MINUTES TO APPROVE
1. Motion to approve minutes from November 8, 2012 meeting made by L. Murphy and seconded by M. Lueke. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. Senior Center Older Adult Director J. Wollerman presented the report for activities at the senior center during November. The number of visits was 1599 and while lower than the previous month was still the highest for the past 5 years. 82 seniors attended the center's annual Christmas party on December 11th. Sixteen have signed up for the tailgate party on Sunday December 16th, sponsored by the Reichelt Family.
 2. Architectural Design Project Update. Monies were approved in the 2013 budget for the actual design project. S. Nett will schedule a meeting with the Community Development Director after the first of the year to discuss next steps.
 3. WASC Newsletter was distributed. An article on the GWAAR award was in the newsletter with a picture of J. Wollerman and the award.
 4. Senior Friendly Community Discussion. J. Wollerman reported she will be scheduling a meeting with Mayor Merkes to discuss ways to make your community senior friendly.
 5. Strong Bones Contract—S. Steffen requested that a review of the agreement be on the agenda. S. Steffen related she was not able to attend the meeting when the agreement was discussed and wanted to review it. Committee members did not want any changes at this time.
- E. Action Business
1. Accreditation Planning Discussion (2015 Renewal). J. Wollerman explained the center will need to renew its accreditation in 2015. She discussed beginning to update the materials needed starting in 2013. Committee members were asked how they might want to approach the accreditation readiness, i.e. who should work on what. The committee felt that policy review should be a function of the committee on aging and the procedural review could be the responsibility of a group of interested seniors who use the center. The committee also decided they would start reviewing policies in 2013. J. Wollerman will put together a schedule and bring a policy to each meeting.
 2. National Accreditation Discussion. J. Wollerman discussed whether or not the committee was interested in pursuing national accreditation. She discussed the benefits of doing so. L. Murphy requested this item be held until the next meeting to give members more time to review the benefits of national accreditation along with the costs associated with it.

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3. Review Senior Center Mission Statement. J. Wollerman distributed a copy of the mission statement for the senior center and asked for input from committee members on defining quality of life. She discussed some factors that affect quality of life. She requested committee members review this item so input can be provided and asked this be held until the February meeting to give committee members time to think about factors affecting quality of life.
4. Approval of 2013 Agreement and Contract, with Advocap, Inc., City of Menasha Committee on Aging, and N-M YMCA for Mealsite Nutrition Program and authorize signatures. S. Nett discussed the agreement and recommended a motion be made to forward to the common council for approval. There were no changes to the agreement other than removal of duplicate language on liability insurance. Motion to recommend to the common council for approval made by P. Malueg and seconded by S. Steffen. Motion carried.
5. Review-grant agreement between Winnebago County and the City of Menasha for the Menasha Senior Center 1-1-13 through 12-31-13 and recommend for approval by the Common Council. S. Nett distributed a copy of this agreement and explained it also will need to be approved by the common council. She also explained this was two separate agreements in the past but is now one. The dollar amount is the two combined. Motion to recommend to the common council for approval made by L. Murphy and seconded by J. Ruck. Motion carried.

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:29 AM made by M. Lueke and seconded by S. Steffen. Motion carried. Next meeting January 10, 2013.