

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**

**September 11, 2014  
8:00 AM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [August 14, 2014](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Senior Center
  - 2. Public Health
- E. New Business
  - 1. None
- F. HELD OVER BUSINESS
  - 1. Renovation Project Update
  - 2. Fundraising Update
  - 3. Senior Center Rental Policies and Fees
- G. ADJOURNMENT
  - Next meeting October 9, 2014

"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  
August 14, 2014**

- A. Meeting called to order at 8:05 am.
- B. Present: Joyce Klundt, Lee Murphy, Tom Stoffel, Sue Steffen, Mary Lueke, John Ruck, Todd Drew, Liz Rosin, Barb Taylor  
Excused: Jean Wollerman
- C. MINUTES TO APPROVE
  - 1. Motion to approve minutes from July 10, 2014 meeting made by S. Steffen and seconded by J. Klundt.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Senior Center employee B. Taylor reported and distributed handouts on recent activities at the senior center, and minutes from the Fundraising committee and Program Planning committee. The COA Director Report was also distributed. Discussed options for meals during the renovation.
  - 2. Public Health- Todd Drew remains Interim Health Officer. Hiring process continues.
- E. New Business
  - 1. None
- F. HELD OVER BUSINESS
  - 1. Renovation Project Update given by T. Drew. Bids are going out this week and the Bid walk is set for September 16<sup>th</sup>. The bids must be back by September 30<sup>th</sup> and a public bid opening begins at 10:05 am in Council Chambers. Anyone is welcome to come. The plan is to start the work by the end of October or beginning of November. The timeline is 4-6 weeks. The end goal is to be done by the end of the year. The Asbestos abatement will be done by T.Drew. A few changes to the plan were made including no carpet and a full door in the health room and some landscaping changes. City Council did approve a loan for the renovation of \$52,000 with the intent that it would be paid back in full.
  - 2. Fundraising Update. B. Taylor stated they continue with the candy bar sales and have another brat fry on August 22<sup>nd</sup> and 23<sup>rd</sup> which they still need volunteers. The newest fundraiser is with Pizza Fromage at the Farmers Market. They donate 10% of their profits to the Senior Center for providing tables and chairs for them during the Farmer's Market. Currently working with a former employee of Kaycee to help them put together a presentation to be able to go meet with groups/companies to solicit donations for the renovation project. Must keep track

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of donations to crosscheck the donor to make sure they are not linked to contractor's that bid.

3. Senior Center Rental Policies and Fees. Handouts distributed by B. Taylor from J.Wollerman of local room reservation prices. COA members will look over the handouts and discuss at future meeting.

G. Motion to adjourn at 8:45 am by S. Steffen and seconded by L. Murphy. Next meeting is September 11<sup>th</sup> 2014 at 8:00 AM.