



MINUTES
WEST ALLIS COMMISSION ON AGING MEETING
Monday, May 19, 2014 at 3:45pm
West Allis Senior Center
7001 W. National Ave., West Allis, WI 53214
414-302-8700

West Allis Commission on Aging Mission Statement

"The West Allis Commission on Aging shall provide leadership in creating and maintaining a comprehensive coordinated community-based support system that enhances the quality of life of older adults in the City of West Allis."

MEMBERS PRESENT: Patricia Wikenhauser, Acting Chairperson
Judith Schmidt
Margee Maydak
Deborah Tiegs
Linda Timm
John Zentgraf
Terry Kelly
Jessica Lisinski
Marcie Solms

STAFF PRESENT: Denise Koenig
Jane Kolinski
Sally Nusslock
Peggy Pipia

STAFF EXCUSED: Marilyn Matter

1. Public invited to speak. None present.
2. Introduction of new Commissioners Jessica Lisinski and Marcie Solms.
3. Review Agenda. The Agenda was reviewed.
4. Approval of the Minutes for March 24, 2014, minutes were reviewed and approved.
5. Correspondence and/or communications.
 - Interfaith Quarterly Newsletter
 - Donation books and letter from Cecilia Todd
 - Milwaukee County – Commission on Aging meeting schedule
 - Milwaukee County Nutrition Council meeting minutes
 - Milwaukee County - Commission on Aging Advocacy Committee Agenda
 - Letter from Arthritis Foundation
 - Information on Wisconsin Healthy Aging Summit

6. Discussion and Approval of Code of Conduct for West Allis Senior Center.

Denise Koenig reported that the document is currently being reviewed by the City Attorney's office. Any changes made there will be shared with the Commission members. Copies will then go to the City Administrator and the Mayor for their review. Our goal is to have it in place and ready for all new memberships and membership renewals in September.

7. Updating discussion of West Allis Senior Center Policies and Procedures Manual.

Trish Wikenhauser reported that the sub-committee met and is in the process of reviewing the documents. Additional work is required and the group is scheduled to meet on June 17th at noon.

8. Discussion and Approval of 2014 meeting dates.

The Commission has requested not to hold meetings in the months of July and December. This request has been added to the revised draft copy of the Commission on Aging Policy and Procedures and is awaiting approval.

9. Discussion of West Allis Senior Center Mission Statement.

Denise Koenig read to the Commission the current mission statement. Discussion ensued. The Commissioners suggested creating a simpler, shorter mission statement. The following statement evolved from their discussion. West Allis Senior Center's Mission is: To promote safe, healthy and enriching lifestyles for members and patrons age 55 and older. A motion was made by Terry Kelly to approve the new mission statement. Further discussion ensued. The motion was then seconded by Margee Maydak and passed without objection.

10. Report on Community Projects

- a. Stockbox Program Update. Jane Kolinski reported that 107 participants are currently registered in the program. Eighty (80) boxes were distributed for the month of May.
- b. Network News Articles for the City Newsletter. Denise Koenig reported that the newsletter will be collated at the Senior Center starting June 9th. New volunteers are always needed to help with this project.
- c. Lilac Bus Program Update – No update. Schedules were published and distributed.
- d. Interfaith West Central & Resource Center. Marcie Solms reported that Interfaith's picnic is scheduled for June 12th and they will be using the Lilac bus to transport attendees to the event. Interfaith's next fundraiser is the "Pull Up A Chair" event scheduled for November 6, 2014.

11. Report on the Community Development Block Grants

- a. Discussion of S.A.F.E. Directories. Jane Kolinski reported that the Safebooks have been distributed citywide. Additional copies are still available.
- b. Senior Center Services Projects: Computer Literacy/Senior Government Day. Denise Koenig reported that Senior Government Day is scheduled for Tuesday, August 19, 2014. The Commission discussed potential topics for the event and recommends the following: “Feed Your Mind and Body”.
- c. Senior Center Improvement Projects – Open Projects – Denise Koenig reported that funds for the 70th Street entrance project were carried over for completion in 2014.

12. Staff Report

- The Senior Center received a complaint regarding the building being ADA accessible. The City of West Allis Building Inspector is reviewing the complaint. Previous plans have been underway using CDBG funds for entrance modifications.
- Senior Center Programs and Activities. Denise Koenig gave a brief overview of the upcoming events and activities – Rummage Sale, Everywoman’s Journaling Series, Drumming Circle Workshop, Young At Heart Chorus Concert, AED/CPR Classes, Zumba Gold Exercise Class.
- Report on Security Cameras – No report.
- Trust Fund Report (Quarterly)
 - 1st quarter January – March – report presented at April meeting
 - 2nd quarter April – June – report presented at July meeting
 - 3rd quarter July-September – report presented at October meeting
 - 4th quarter October-December – report presented at January meeting

No report.

- Discussion regarding Senior Center Membership Dues increase 2014-2015. Item tabled until next meeting.
- Discussion of lost Senior Center Membership card fee. Item tabled until next meeting.
- Discussion of Senior Center Membership card –local sponsorship/marketing. Item tabled until next meeting.
- Rummage Sale Fundraiser – proceeds after expenses \$2,415.80.

13. Discussion of items for June 30, 2014 meeting agenda.

- **Next month's meeting will be changed to June 30, 2014**
- Next month's meeting will begin early to accommodate items on agenda. The meeting will begin at 3:00PM.

The meeting adjourned at 5:25 p.m.

Respectfully submitted,

Jane Kolinski

JLK/gs
comag/May

Attention Commissioners: If you are unable to attend this meeting, please call the Senior Center at 302-8700 and ask to speak with staff. Thank you.

NON-DISCRIMINATION STATEMENT: The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE: Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program, or activity provided by the City.

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