



**MINUTES
WEST ALLIS COMMISSION ON AGING MEETING**

Monday, June 27, 2016 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
Linda Timm
Dave Rymaszewski
Jessica Lisinski
John Zentgraf
Deborah Tiegs
Judith Schmidt
Margee Maydak
Tammy Herro

STAFF PRESENT:

Jane Kolinski
Peggy Pipia

STAFF EXCUSED:

Denise Koenig
Sally Nusslock
Marilyn Matter

1. Public invited to speak.
2. Review Agenda. The Agenda was reviewed.
3. Approval of the Minutes for May 23, 2016. Minutes were reviewed and approved.
4. Correspondence and Communications.
 - Milwaukee County Commission on Aging – Meeting Agenda, minutes, Advocacy Committee Minutes and Committee & Council Meeting Schedule, Nutrition Council meeting minutes, and Service Delivery Committee meeting minutes.
 - Legislative Alert – State Health Insurance Assistance Program
5. Update on Senior Center Policies and Procedures. Jane Kolinski reported that the document is still under the City Attorneys review. More information will be presented to the Commission as it becomes available.
6. Report on Community Projects.
 - Stockbox Program Update. Jane Kolinski reported that 122 boxes were distributed in the month of June. Distribution ran smoothly.

- Network News Articles for the City Newsletter. Jane Kolinski reported that City provided a staff person to coordinate the newsletter project. This person provided the lifting and stacking involved with the project. Due to the limited amount of inserts, the project was completed in two days.
 - Interfaith West Central & Resource Center – Tammy Herro reported that Interfaith hosted their Volunteer Picnic on June 16, 2016. Approximately 155 volunteers and guests attended the event. Tammy further stated that West Central is looking for a new Program Assistant due to the recent retirement of Georgann Willkommen.
7. Discussion of P.C. for Computer Lab. Jane Kolinski reported that the Senior Center Computer lab currently has fourteen work stations. Senior Center staff is requesting replacement of two of older model P.C.'s. These units would be moved to another location in the building. A purchase quote for the new P.C.'s and monitors were received from the city's IT Department. The estimated cost is approximately \$1,300.00. Discussion ensued. A motion was made by Margee Maydak to purchase the new P.C.'s and necessary equipment from the Bazaar account not to exceed \$1,500.00. The motion was seconded by Trish Wikenhauser and passed without objection.
8. Discussion of commercial grade light-weight tables. At the March 28, 2016 meeting, the Commission approved the purchase of commercial grade light weight tables to replace the tables currently used at the Senior Center. Four test tables were purchased from Lifetime Co through Sam's Club. These tables did not meet the performance level needed at the Senior Center. Additional research was conducted in pursuit of finding commercial grade light-weight tables that could handle the everyday wear and tear of the Senior Center functions. Denise Koenig, Senior Center Director contacted the library who provided information on tables purchased from Mitylite Co. The library has been using the tables for several years for their book sales. The tables have handled the extreme weight and they are pleased with the durability. Discussion ensued. A quote was received from Mitylite Co. for the purchase of twenty 3ft x 8 ft. back commercial grade light weight tables at a cost of \$5,738.60. A motion was made by Trish Wikenhauser to take \$6,000.00 from the Bazaar Account for the purchase of the tables from Mitylite. Further discussion ensued. The motion was seconded by Judy Schmidt and passed without objection.
9. Discussion of Membership Fees. The Senior Center membership renewal will begin on September 1, 2016. Jane Kolinski presented information to the Commission regarding the increase of operational expenses for the Senior Center. Staff suggested a membership fee increase of \$5.00 annually. Allis/West Milwaukee resident fee would increase from \$15.00 to \$20.00; non-resident would increase from \$20.00 to \$25.00. The increase will help defray some of the operating expenses. Discussion ensued. John Zentgraf proposed that the Senior Center charge additional fees for classes. After much discussion the Commission felt changing the current class structure would increase staff time and decrease participation, therefore, they felt no change was necessary. A motion was made by Trish Wikenhauser to follow the staff suggestion for the \$5.00 increase in membership. Additional discussion ensued. The Commission requested that a written informational paragraph be included with the renewal paperwork. The motion was seconded by Margee Maydak. The motion passed with a vote of 8 to 1.
10. Staff Report
- Senior Center Staff Report –Jane Kolinski reported on upcoming events and reviewed the Senior Center Schedule of Events.
 - Chair Yoga Class – Thursdays 10:30AM – 11:00AM. This class has become very popular and is increasing in size.
 - Arthritis Foundation Exercise Classes - Monday, Wednesday, & Fridays 10AM – 11AM.
 - Dance, Dance, Dance – Get your groove on Tuesdays 10:30AM – 11:00AM.
 - Upcoming tours: Wisconsin Dells Upper Boat Trip, Wednesday, July 20, 2016; Covered Wagon Tour Shalom Wildlife Zoo, Tuesday, September 27, 2016
 - Thursday Movie Matinees are increasing in popularity.
 - Senior Center Carnival – August 17, 2016 - Picnic lunch, games and prizes.
 - Volunteer Recognition Event scheduled for Saturday, November 5, 2016 – Safari Theme.

- Trust Fund Report (Quarterly)
 - 1st quarter January – March – report presented at April meeting
 - 2nd quarter April – June – report presented at August meeting
 - 3rd quarter July –September – report presented at October meeting
 - 4th quarter October – December – report presented at January meeting

11. Next meeting schedule for Monday August 22, 2016 at 3:45 PM.

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Jane Kolinski

JLK/gs
comag/June

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.

LIMITED ENGLISH PROFICIENCY STATEMENT: It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services or benefits.