



Senior Center Commission Agenda

Thursday March 16, 2017

4 p.m. – 5:30 p.m.

Room 205

Time

4 p.m.	1. Introductions/Welcome—Reese
	2. Minutes (February 16, 2016)
4:10—4:15 PM	3. Public Discussion
4:15—4:25 PM	4. Discussion of Commission Visits and Alternatives—Reese <u>Board of Supervisors</u> <i>Call in advance to be placed on the agenda</i> 1. Thursday, March 23 and 30 and April 6 and 20 at 9 AM at the CAB <u>City Council</u> <i>All meeting dates are tentative and should be checked prior to attending</i> 1. Tuesday, March 21 and April 4 and 17 at 7 PM
4:25—4:40 PM	5. Space Arrangement with TRAIL—Kopping
4:40—4:50 PM	6. Member Engagement Fair Table - Mitchell
4:50—5:00 PM	7. Commission Membership—Kopping
5:00—5:15 PM	8. Operational Overview—Kopping ✓ Update on work with Friends of The Center ✓ Operations ✓ Programming
5:15—5:29 PM	9. Commission Discussion—Reese
5:30 PM.	10. Adjourn
April 20, 2017	

Meeting Packets:

1. Agenda: Thursday March 16, 2017
2. Minutes: Senior Center Commission, Thursday February 16, 2016
3. Staff Reports

If you will need disability-related accommodations in order to participate in this program/event, please contact Linda Kopping at 319-356-5225 or linda-kopping@iowa-city.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

**MINUTES
SENIOR CENTER COMMISSION
FEBRUARY 19, 2017
ROOM 205, IOWA CITY/JOHNSON COUNTY SENIOR CENTER**

Members Present: Mark Holbrook, Kathy Mitchell, Cheryl Clamon, Lorraine Dorfman, Margaret Reese

Members Absent: None

Staff Present: Michelle Buhman, Kristin Kromray, Linda Kopping

Others Present:

CALL TO ORDER:

The meeting was called to order by Holbrook at 4:00 PM.

RECOMMENDATIONS TO COUNCIL:

None.

APPROVAL OF MINUTES FROM JANUARY 19, 2017 MEETING:

Motion: To accept the minutes from the January 19, 2017 meeting. Motion carried on a vote of 5/0. Clamon/Mitchell

PUBLIC DISCUSSION:

Kopping reported she is back to work after a medical leave and a family emergency.

DISCUSSION OF COMMISSION VISITS AND ALTERNATIVES:

A sign-up sheet was passed around for the remainder of the year for commissioners to sign up to speak to the city council and board of supervisors.

OFFICER ELECTIONS:

The commission discussed the open positions for chair, vice chair, secretary and commission liaison to the steering council. Mitchell noted that historically the secretary and commission liaison positions have been held by the same person. Buhman noted that while this was true, they are two separate positions that could be held by different commissioners.

Motion: To accept the nomination of Margaret Reese for the position of chair. Motion carried on a vote of 5/0. Mitchell/Claymon

Motion: To accept the nomination of Mark Holbrook for the position of vice chair. Motion carried on a vote of 5/0. Claymon/Dorfman

Motion: To accept the nomination of Kathy Mitchell for the position of secretary. Motion carried on a vote of 5/0. Holbrook/Reese

Motion: To accept the nomination of Kathy Mitchell for the position of commission liaison to the steering council. Motion carried on a vote of 5/0. Claymon/Holbrook

OPERATIONAL OVERVIEW:

Buhman reported the Friends of the Center website is moving forward successfully. The design elements are in place and some of the pages are complete. The calendar function will be focused on next.

Craig Buhman will be returning from medical leave next Tuesday. The library, parks and rec and police department were able to have staff members come to the Senior Center on Monday and Tuesday mornings to assist in maintenance duties.

An actualor for one of the boilers failed and was replaced at the price of \$1000.

Architect Zachary Benedict will be at the Senior Center on March 9th for various programs including a 6 p.m. presentation and panel discussion on the topic of age-friendly communities. Hills Bank and the University of Iowa Urban Planning Department will be sponsoring the event along with Friends of the Center. Hills Bank will promote this program to their members. This event, as well as the Senior Center, was highlighted in a well-attended Obermann Center program discussing aging in place.

Buhman and Edrington presented to the Retired School Personnel last month and made a number of good contacts within that group.

Al Dawson had a well-received program regarding the history of the building that currently houses Beadology. Due to this program Buhman was able to network with Karen Kubby regarding the potential of partnering on some beading classes.

The Membership Committee hosted a Newcomers Breakfast in January. Normally this event has about 40 people who attend. This time only 14 participants came. While it was a smaller group, the breakfast was very nice and allowed all of the new members to introduce themselves and get to know all in

the group. Kromray reported that the membership committee had talked about having the newcomer's events more frequently, but Kromray noted that staff will need to look at budget concerns and integration with other potential new member events.

Buhman has been working with Pat White to relocate a mural by Mildred Pelzer. The mural currently is located at Longfellow Elementary school and needs a temporary home while Longfellow under goes a remodel.

The commission discussed the potential kitchen remodel. Staff discussed that room rental fees would take a long time to recoup costs from a potentially expensive remodel. Currently staff is considering a remodel that is smaller in scope but would create a kitchen space that would be appropriate for a classroom kitchen as well as a space that a caterer could serve from.

The development specialist position advertisement ended at the end of January. Kopping is currently reviewing applications.

There will be a closing art reception for the Iowa Disability Creative Works show tomorrow.

COMMISSION DISCUSSION:

Commissioners discussed the two open seats on the commission. Many noted they have mentioned the openings to people they think would be interested.

Reese suggested looking into ways to partner with other organizations regarding the potential kitchen remodel. Commissioners discussed various potential organizations to approach.

ADJOURNMENT:

Motion: To Adjourn. Motion carried on a vote of 5/0. Michelle/Reese.

**Senior Center Commission
Attendance Record**

Year 2016

Name	Term Expires	4/21/16	5/19/16	6/11/16	6/16/16	7/21/16	8/18/16	9/15/16	10/20/16	11/17/16	12/8/16	1/19/17	2/16/17
Joy Beadleston	12/31/19	NM	O/E	X	NM	O/E	--	--	--	--	--	--	--
Cheryll Clamon	12/31/18	NM	O/E	X	NM	X	X	X	NM	X	X	X	X
Lorraine Dorfman	12/31/19	--	--	--	--	--	--	--	--	--	--	X	X
Jack Hobbs	12/31/16	NM	X	X	NM	X	O/E	O/E	NM	X	O/E	--	--
Mark Holbrook	12/31/18	NM	X	O/E	NM	X	X	X	NM	X	X	X	X
Jay Honohan	12/31/16	NM	X	X	NM	X	X	X	NM	X	X	--	--
Kathy Mitchell	12/31/19	NM	X	X	NM	O/E	X	X	NM	X	X	X	X
Margaret Reese	12/31/17	NM	O/E	X	NM	X	X	X	NM	X	O/E	X	X

Key: X = Present
O = Absent
O/E = Absent/Excused
NM = No meeting
-- = Not a member

Stay active.
Stay curious.
Stay connected.



28 South Linn Street
Iowa City, Iowa 52240

319-356-5220

www.icgov.org/senior

Memorandum

To: Senior Center Commission
From: Michelle Buhman, Program Specialist
Re: Program Report
Date: March 13, 2017

The summer program information has been sent to the designer. The guide is scheduled to be mailed April 12 with class registration starting on April 19.

The “Age-Friendly Community Conversation Day” that featured Zachary Benedict was a success. During the day Benedict met with City officials to discuss ways Iowa City could continue to become a more age friendly community. In the afternoon he gave a guest lecture to a class of thirty undergraduate and graduate students in the School of Urban and Regional Planning. His evening keynote presentation brought in over one hundred participants. This presentation was recorded by SCTV and will be made available as soon as it is edited. Funding for this program was provided by Friends of the Center, Hills Bank and Trust, and the UI School of Urban and Regional Planning.



Memorandum

To: Senior Center Commission
From: Emily Light Edrington, Community Outreach Specialist
Date: March 13, 2017

Counseling Practicum Update

The Senior Center partners with the UI Counseling Psychology program to place doctoral trainees in practicum experiences that provide the student with an opportunity to provide mental health counseling services in a community setting. While the student gathers practical experience at our site, they also provide much needed free services to older adults at the Senior Center. Our current practicum counselor, Christian Latino, will be wrapping up his time at the Senior Center in May. Two candidates have applied for a practicum at The Center during the 2017-18 academic year. They will both be interviewed next week, and we should know by mid-April if one of these candidates will accept an offer for a practicum placement at The Center.

Traveler's Guide to the Life Journey

The Senior Center's independent study intern this semester, Lexi Smolyar, is working on a project involving college students, seniors, and a culminating event that aims to bring these groups (and the community) together. Here is a summary of her process:

- Lexi has distributed written questionnaires to her classmates in order to learn what questions they have about life and growing older.
- She will invite older adults to participate in informal focus group meetings in late March/early April in which she will pose the questions generated by her peers and gather information from Center participants about their personal experiences, life lessons, and advice to younger people.
- Focus group participants will be invited to create their own life journey "road maps," visually detailing the paths their lives have taken.
- Lexi will synthesize the life stories and experiences shared by our participants into a traveler's guide in which the destination is not a place, but rather the collective journey of our lives.
- She'll present her traveler's guide, along with the life journey road maps completed by participants, at an exhibit/reception event on the afternoon of May 5. This exhibit will be on display in the Assembly Room during the month of May to celebrate Older Americans Month.

Please consider participating in one of the focus groups! Details will be posted around the Senior Center and included in the email blast to members within the next week.

Skin Cancer Screening

The Dermatology Department at UIHC will offer a free skin cancer screening event on Saturday, April 29 from 10 AM – 1 PM. Participants of all ages will have the opportunity to be examined by a dermatologist who will identify skin cancer risks and provide resources and referrals for those who need them. No appointments are necessary.

Tax Aide Program Update

Due to a shortage of tax aide counselors this season, our services have been limited to appointment only rather than walk-in. As of this week, our appointments for the remainder of the season have all been filled. People who call seeking assistance will be given information about other tax aide services available in the community, namely the VITA program, which is coordinated by Johnson County Social Services. More volunteers are greatly needed for the Senior Center's tax aide program in order to ensure its viability in future years. Please encourage potential volunteers to contact Emily Edrington as soon as possible at 319-356-5224 or emily-edrington@iowa-city.org.

SHIIP Program Update

Volunteer recruitment for additional SHIIP counselors has been very fruitful this year. We will have four new volunteers completing SHIIP counselor training this spring and summer: Marilyn Calkins, Roger Jensen, Viana Rockel, and Christine Allen. We anticipate that all four new counselors will have completed training by the end of the summer and will be ready to assist clients during the Medicare Open Enrollment Period in October – December. The growth of our volunteer team will enable us to step up outreach and promotion of SHIIP services to meet the demands of a growing client base.

Honoring Your Wishes Update

The Senior Center continues to offer appointments for one-on-one facilitated discussions about advance health care planning with adults of all ages. During calendar year, 76 facilitated discussions were held with individuals, and 45 people attended 5 advance health care planning workshops. So far, the number of appointments and workshop attendees in the first quarter of 2017 exceed the usage of this program in the same time period last year.



Memorandum

To: Senior Center Commission
From: Craig Buhman, Maintenance Worker III
Re: Facility Report
Date: 10 March 2017

The Senior Center had a site visit on the 10th of March in order to assess the Center's viability as a rooftop garden project. Chad Treloar and Shanti Sellz examined the Center's roof(s) and will also be visiting other City facilities in order to develop a proposal for this project.

The Center is investigating the possibility of partnering with the Recreation Division in order to contract service for our exercise equipment. Currently we are servicing all of our equipment in-house.

The Center has vetted contractors and bids as we move to finalize plans for the remodeling of Room 103. Maximizing useable space and installing a hardwood floor are the goals as prepare to award the contract.

The Center's chiller will have another coil replaced this spring. This will be the third coil repair/replacement project since the chiller was installed in 2009. My speculation concerning the repeated failure: the microchannel condenser coil design used by Carrier (and other manufacturers) allows greater efficiency gains when compared with previous designs. Thin-walled tubing allows for a greater heat exchange but the thin walls have proven to be more susceptible to failure whether due to pressure/temperature fluctuations or vibration.

A gas valve actuator has been replaced on one of the Center's Aerco boilers. The boiler is now back in service.

Craig Buhman, Maintenance Worker III
319-356-5227 • craig-buhman@iowa-city.org
28 South Linn Street, Iowa City, Iowa 52240

03/14/2017 09:15
KKromray

CITY OF IOWA CITY
YEAR TO DATE REPORT

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FOR 2017 99

JOURNAL DETAIL 2017 1 TO 2017 6

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
<u>10570100 Senior Center Administrations</u>							
336110 Johnson County	-59,224	0	-59,224	-44,418.00	.00	-14,806.00	75.0%
346600 Membership Fees	-69,000	0	-69,000	-45,260.00	.00	-23,740.00	65.6%
356200 Permit Parking	-25,200	0	-25,200	-13,465.00	.00	-11,735.00	53.4%
362100 Contrib & Donations	-60,000	0	-60,000	-3,490.00	.00	-56,510.00	5.8%
363910 Misc Sale of Merchandise	-5,400	0	-5,400	-4,259.96	.00	-1,140.04	78.9%
369100 Reimb of Expenses	-20,600	0	-20,600	-1,203.00	.00	-19,397.00	5.8%
369300 Cashier Overages	0	0	0	-40.11	.00	40.11	100.0%
382200 Building/Room Rental	-500	0	-500	-6,560.00	.00	6,060.00	1312.0%
382400 Locker Rentals	-1,965	0	-1,965	-1,289.00	.00	-676.00	65.6%
384200 Vending Machine Commission	-264	0	-264	-104.58	.00	-159.42	39.6%
392300 Sale of Equipment	0	0	0	-762.90	.00	762.90	100.0%
TOTAL Senior Center Administrations	-242,153	0	-242,153	-120,852.55	.00	-121,300.45	49.9%
TOTAL REVENUES	-242,153	0	-242,153	-120,852.55	.00	-121,300.45	
<u>10570220 Senior Ctr Classes</u>							
346400 Lessons	-3,900	0	-3,900	-1,230.00	.00	-2,670.00	31.5%
348900 Charges for Services	-16,500	0	-16,500	-13,430.75	.00	-3,069.25	81.4%
362100 Contrib & Donations	0	0	0	-300.00	.00	300.00	100.0%
TOTAL Senior Ctr Classes	-20,400	0	-20,400	-14,960.75	.00	-5,439.25	73.3%
TOTAL REVENUES	-20,400	0	-20,400	-14,960.75	.00	-5,439.25	
<u>10570250 Senior Center Chorus</u>							
334900 Other State Grants	0	-9,000	-9,000	-9,000.00	.00	.00	100.0%
346500 Entry Fees	-4,875	0	-4,875	-4,111.67	.00	-763.33	84.3%
369100 Reimb of Expenses	-400	-2,350	-2,750	-1,393.33	.00	-1,356.67	50.7%
TOTAL Senior Center Chorus	-5,275	-11,350	-16,625	-14,505.00	.00	-2,120.00	87.2%
TOTAL REVENUES	-5,275	-11,350	-16,625	-14,505.00	.00	-2,120.00	
<u>10570260 Senior Center Special Events</u>							

03/14/2017 09:15
KKromray

CITY OF IOWA CITY
YEAR TO DATE REPORT

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FOR 2017 99

JOURNAL DETAIL 2017 1 TO 2017 6

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
10570260 Senior Center Special Events							
346700 Special Events	-1,000	0	-1,000	-2,075.75	.00	1,075.75	207.6%
369100 Reimb of Expenses	-8,000	0	-8,000	-2,800.00	.00	-5,200.00	35.0%
TOTAL Senior Center Special Events	-9,000	0	-9,000	-4,875.75	.00	-4,124.25	54.2%
TOTAL REVENUES	-9,000	0	-9,000	-4,875.75	.00	-4,124.25	
10570270 Senior Center Television							
362100 Contrib & Donations	0	0	0	-20.00	.00	20.00	100.0%
363910 Misc Sale of Merchandise	-1,750	0	-1,750	-604.00	.00	-1,146.00	34.5%
TOTAL Senior Center Television	-1,750	0	-1,750	-624.00	.00	-1,126.00	35.7%
TOTAL REVENUES	-1,750	0	-1,750	-624.00	.00	-1,126.00	
GRAND TOTAL	-278,578	-11,350	-289,928	-155,818.05	.00	-134,109.95	53.7%

** END OF REPORT - Generated by Kristin Kromray **

Senior Center membership as of 3-14-17 = 1557