



Senior Center Commission Agenda

Thursday, August 16, 2018

4 p.m. – 5:30 PM

Room 205

4:00 PM	1. Introductions/Welcome—<i>M. Reese</i>
	2. Minutes (July 19, 2018)
4:10—4:15 PM	3. Public Discussion
4:15—4:30 PM	4. Commission Assignments—<i>M. Reese</i> <ul style="list-style-type: none"> • Commission Visits Board of Supervisors City Council
4:30—5:00 PM	5. Operational Overview—<i>Staff</i> <ul style="list-style-type: none"> • Friends of The Center • Outreach • Operations • Programming
5:00—5:29 PM	6. Commission Discussion— <i>M. Reese</i> <ul style="list-style-type: none"> • Meeting Reports • Commission Member/Seat • Potential Commission Member <i>Current Open Seat</i> <i>Future Seats – County & Local (December 2018)</i> • New Steering Council Liaison • Future Agenda Items
5:30 PM	7. Adjourn
Next meeting is Thursday, September 20 at 4 PM	

Meeting Packets:

1. Agenda: Thursday August 16, 2018
2. Minutes: Senior Center Commission, Thursday July 19, 2018
3. Staff Reports

If you will need disability-related accommodations in order to participate in this program/event, please contact LaTasha DeLoach, Senior Center at 319-356-5225, latasha-deloch@iowa-city.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

MINUTES
SENIOR CENTER COMMISSION
June 21, 2018
ROOM 205, IOWA CITY/JOHNSON COUNTY SENIOR CENTER

Members Present: Kenn Bowen, Cheryll Clamon, Lorraine Dorfman, Scott Finlayson, Margaret Reese, Hiram (Rick) Webber

Members Absent: None

Staff Present: Michelle Buhman, Emily Edrington, Geoff Fruin, Kristin Kromray, Ashley Monroe

Others Present: Kathy Mitchell

CALL TO ORDER:

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

RECOMMENDATIONS TO COUNCIL:

None.

APPROVAL OF MINUTES FROM THE JUNE 21, 2018 MEETING:

Motion: To accept the minutes from the June 21, 2018 with amendments.
Motion carried on a vote of 6/0. Dorfman/Webber

PUBLIC DISCUSSION:

Mitchell reported that she has resigned from the Commission. She noted she had been the Commission secretary and well as the Steering Council liaison and these positions will need to be filled.

SENIOR CENTER COORDINATOR UPDATE:

Fruin expressed appreciation to the Senior Center staff during the hiring process for the new Senior Center coordinator. He also expressed thanks to Ashley Monroe for fulfilling the role of interim coordinator.

LaTasha DeLoach has been hired as the new coordinator and will start on July 31st. Fruin was impressed by the pool of candidates who were well qualified and believes that speaks highly of the Senior Center. He thinks DeLoach will bring strong, public, and positive energy to the Senior Center and will make connections in the community that have not been made in the past. He believes

that she will be able to continue to do what the Senior Center has been doing as well as raise the bar even higher and complement the skills of the current staff.

Clamon asked if the City Council was involved in the hiring process. Fruin stated that there are only three positions the City Council hires (city manager, city clerk, city attorney) and two that require City Council approval (police chief and fire chief). He stated that there were three commissioners, one member of the public, and city staff involved in interviews. Feedback was gathered from those who participated but the decision was ultimately Fruin's.

Webber questioned what Fruin meant by "raising the bar" and wondered what he thought could be improved. Fruin answered that he thought it was more about connection with different parts of the community. DeLoach's current position for Johnson County is a community outreach position so she has been able to network with many groups in the community. She will be able to leverage those connections in fundraising as well.

Fruin would like to have an open house for the public to meet DeLoach in the near future.

Bowen noted that since DeLoach has many connections to the community, will her focus, and ultimately the Senior Center's, continue to be on seniors, or will it change into a more intergenerational community center. He asked if this was what Fruin was hoping for. Fruin answered that The Center would continue to remain focused on seniors.

Clamon noted that it sounded like DeLoach was accomplished but that she does not have experience working with seniors. She noted that this was one of the primary criteria, and it was not met. Fruin confirmed that her work experience has focused on youth and families but that she has a master's degree in social work as a generalist and made a good case for how her skills with special populations will transfer to the Senior Center.

Fruin is available to meet with commissioners and the public regarding the new coordinator hire if there are additional questions or concerns.

Dorfman asked if Monroe will continue as the interim coordinator until July 31st. Monroe stated that she will be at the Senior Center until DeLoach starts and will be available during the transition period as well as finish working with staff on the policy review.

Emily Edrington arrived at the meeting.

RECRUITMENT OF NEW COMMISSION MEMBERS:

Reese noted that her second appointment ends at the end of the calendar year. Her position is the county representative on the Commission, which is appointed by the Senior Center Commission. Dorfman's first term is also up at the end of the year. She has been filling a partial term for the last two years. Mitchells appointment was also through the end of this year but with her resignation there is an immediate opening. Reese asked Commissioners to begin thinking about people who they might suggest apply to the Commission.

STAFF REPORT:

Buhman reported the Monday Night Live band has been invited to play at a joint concert with the New Horizons Band at Voxman concert hall on July 29th. Buhman is beginning to work on spring programs. She is anticipating some new gardening programs as well as an all Senior Center reads book discussion.

The first proof of the program guide has been delivered. It will go to print in the next two weeks. The first day of registration will be August 16th. The spring program guide deadline will be earlier than normal due to a vacation.

Buhman reported she has been appointed to the Johnson County Livable Community policy board.

Buhman stated she has had the pleasure to serve as the interim treasure for Friends of The Center. She will be handing over these duties and associated documents to DeLoach once she starts.

Edrington reported the intergenerational social events will be continuing in the fall. She has begun work on the upcoming Medicare open enrollment period. Additional AARP tax aide volunteers are needed and she asked that Commissioners mention this to anyone who they think may be interested. Edrington has been testing volunteer software and hopes to make a choice regarding this soon. The volunteer recognition event is tentatively scheduled for September 27th.

Edrington left the meeting.

Kromray noted that she had done some research into the WW2 memorial block that was discussed the previous month. There had been a month-long event schedule for the 50th anniversary of WW2 in 1994. There is no mention of the memorial block in The Post (monthly newsletter predating the Program Guide) and no recollection from a participant who was involved with the events at that time. The Commission discussed potential placement of the block on Senior Center property. Clamon questioned if placing this block set a precedent for other groups who would want to place memorials at the Senior Center. She noted that perhaps there would be space at the Veterans Trail of Johnson County.

Commissioners discussed the pros and cons and obligations of placing the memorial at the Senior Center. The commission tabled further discussion.

The water main for the Senior Center needs to be replaced. It is likely this will occur in August; the building will need to be closed for the repair.

New bulletin boards will be hung soon replacing older, broken ones.

Webber asked if there are repair plans for Washington St. He is concerned about a couple of spots where the sidewalk is uneven. Fruin noted that there will be some improvements to lighting on the block of Washington between Linn and Gilbert in the coming year but the overall street scape will not change. In the future there will be new curb cuts and pedestrian cross walk lights on the corner of Gilbert and Washington. Fruin asked Webber to show him the uneven sidewalk so City staff could be alerted to fix the issue.

COMMISSION DISCUSSION:

Bowen reported he attended a City Council meeting where he spoke about fall programming. He felt the information was well received by the City Council.

Dorfman will plan on going to the Board of Supervisors in the fall. Finlayson noted he would also be willing to attend a Board of Supervisors meeting if Dorfman was unable to attend.

Dorfman will not be able to attend the next Commission meeting.

Monroe mentioned on future agendas Commission discussion will change to Commission reports at the suggestion of the City Attorney due to open meetings laws. Finlayson thought the purpose of Commission discussion was to discuss current topics of interest to the Commission, which could be itemized, whereas Commission report would be Commission business conducted over the previous month. Fruin noted that due to open meetings laws items not on the agenda cannot be discussed. Finlayson noted that many items on the agenda seem too vague to comply with open meetings law. Monroe noted the City Attorney's office was concerned that action would be taken in Commission discussion. Finlayson noted that Commissioners could ask City staff to add any discussion items to the agenda before the meeting. Reese asked if an agenda item could be "identify future discussion items". This will be done on future agendas.

Motion: To Adjourn. Motion carried on a vote of 6/0. Bowen/Dorfman

**Senior Center Commission
Attendance Record**

Year 2017

Name	Term Expires	8/17/17	9/21/17	10/26/17	11/16/17	12/14/17	1/18/18	2/16/18	3/15/18	4/19/18	5/17/18	6/21/18	7/19/18
Kenn Bowen	12/31/20	X	X	X	NM	X	X	X	N/M	X	X	X	X
Cheryll Clamon	12/31/18	X	X	X	NM	X	X	O/E	N/M	X	X	O/E	X
Lorraine Dorfman	12/31/19	O/E	X	X	NM	X	X	X	N/M	X	X	X	X
Robert (Scott) Finlayson	12/31/20	--	--	--	--	--	--	--	--	X	X	O/E	X
Mark Holbrook	12/31/18	X	O/E	X	NM	X	--	--	--	--	--	--	--
Kathy Mitchell	12/31/19	X	X	X	NM	X	X	X	N/M	X	X	X	--
Margaret Reese	12/31/17	X	X	X	NM	O/E	X	X	N/M	X	X	X	X
Hiram (Rick) Weber	12/31/20	X	X	X	NM	X	O/E	X	N/M	X	X	X	X

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

08/14/2018 13:57
KKromray

CITY OF IOWA CITY
YEAR-TO-DATE BUDGET REPORT

P 1
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FOR 2019 99

ACCOUNTS FOR: 1000 General	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>10570100 Senior Center Administrations</u>							
10570100 336110 Johnson County	-60,000	0	-60,000	-15,000.00	.00	-45,000.00	25.0%
10570100 346600 Membership Fees	-63,000	0	-63,000	-5,800.00	.00	-57,200.00	9.2%
10570100 356200 Permit Parking	-26,000	0	-26,000	-5,780.00	.00	-20,220.00	22.2%
10570100 362100 Contrib & Donation	-64,000	0	-64,000	-875.00	.00	-63,125.00	1.4%
10570100 363910 Misc Sale of Merch	-5,500	0	-5,500	-54.26	.00	-5,445.74	1.0%
10570100 369100 Reimb of Expenses	-3,092	0	-3,092	-510.00	.00	-2,582.00	16.5%
10570100 382200 Building/Room Rent	-10,820	0	-10,820	-1,600.00	.00	-9,220.00	14.8%
10570100 382400 Locker Rentals	-1,790	0	-1,790	-125.00	.00	-1,665.00	7.0%
10570100 384200 Vending Machine Co	-160	0	-160	-6.37	.00	-153.63	4.0%
TOTAL Senior Center Administrations	-234,362	0	-234,362	-29,750.63	.00	-204,611.37	12.7%
<u>10570220 Senior Center Classes</u>							
10570220 346400 Lessons	-1,230	0	-1,230	.00	.00	-1,230.00	.0%
10570220 348900 Charges for Servic	-18,470	0	-18,470	-763.50	.00	-17,706.50	4.1%
TOTAL Senior Center Classes	-19,700	0	-19,700	-763.50	.00	-18,936.50	3.9%
<u>10570250 Senior Center Chorus</u>							
10570250 346500 Entry Fees	-5,000	0	-5,000	.00	.00	-5,000.00	.0%
10570250 369100 Reimb of Expenses	-500	0	-500	.00	.00	-500.00	.0%
TOTAL Senior Center Chorus	-5,500	0	-5,500	.00	.00	-5,500.00	.0%
<u>10570260 Senior Center Special Events</u>							
10570260 346700 Special Events	-4,000	0	-4,000	.00	.00	-4,000.00	.0%
10570260 369100 Reimb of Expenses	-15,000	0	-15,000	.00	.00	-15,000.00	.0%
TOTAL Senior Center Special Events	-19,000	0	-19,000	.00	.00	-19,000.00	.0%
<u>10570270 Senior Center Television</u>							
10570270 363910 Misc Sale of Merch	-850	0	-850	.00	.00	-850.00	.0%

08/14/2018 13:57
KKromray

CITY OF IOWA CITY
YEAR-TO-DATE BUDGET REPORT

P 2
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FOR 2019 99

ACCOUNTS FOR: 1000 General	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL Senior Center Television	-850	0	-850	.00	.00	-850.00	.0%
TOTAL General	-279,412	0	-279,412	-30,514.13	.00	-248,897.87	10.9%
TOTAL REVENUES	-279,412	0	-279,412	-30,514.13	.00	-248,897.87	

Current Members as of 8/14/18 = 1624