

Senior Center Commission Agenda
Thursday, October 18, 2018
4 p.m. – 5:30 PM Room 205

4:00 PM	1. Introductions/Welcome—<i>M. Reese</i>
	2. Minutes (August 16, 2018)
4:10—4:15 PM	3. Public Discussion
4:15—4:30 PM	4. Commission Assignments—<i>M. Reese</i> <u>Board of Supervisors</u> <i>Call in advance to be placed on the agenda</i> Thursday, Oct 25 and Nov 1 at 9 AM and Nov 8 at 5:30 PM at the CAB <u>City Council</u> <i>All meeting dates are tentative and should be checked prior to attending</i> Tuesday, Nov 6 at 7 PM
4:30—5:00 PM	5. Operational Overview—<i>Staff</i> ❖ Friends of The Center (<i>request</i>) ❖ Future Outreach/Programming ❖ Operations/Building Improvements ❖ Update on Open Position ❖ Capital Improvement Needs
5:00—5:29 PM	6. Commission Discussion— <i>M. Reese</i> ❖ Meeting Reports ❖ Commission Member/Seat <i>Future Seats – County & Local (December 2018)</i> ❖ Steering Council Potential Changes (<i>Prog and Member Rep.</i>) ❖ Program or Membership Ideas ❖ WWII Memorial Block ❖ Marketing Ideas (banners, exterior signs, plaque for limestone skywalk block) ❖ Nominating Committee for 2019 Officers ❖ Future Agenda Items
5:30 PM	7. Adjourn
Next meeting is Thursday, November 15 at 4 PM room 205 at the Senior Center	

Meeting Packets:

1. Agenda: Thursday, October 18, 2018
2. Minutes: Senior Center Commission, Thursday, August 16, 2018
3. Staff Reports

MINUTES
SENIOR CENTER COMMISSION
August 16, 2018
ROOM 205, IOWA CITY/JOHNSON COUNTY SENIOR CENTER

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

Members Absent: Lorraine Dorfman

Staff Present: LaTasha DeLoach, Kristin Kromray

Others Present: None

CALL TO ORDER:

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

RECOMMENDATIONS TO COUNCIL:

None.

APPROVAL OF MINUTES FROM THE JULY 19, 2018 MEETING:

Motion: To accept the minutes from the July 19, 2018 with amendments.
Motion carried on a vote of 5/0. Bowen/Clamon

PUBLIC DISCUSSION:

None.

COMMISSION ASSIGNMENTS:

Webber will attend an upcoming City Council meeting. Bowen will attend the Board of Supervisors meeting on September 6th.

OPERATIONAL OVERVIEW:

DeLoach reported she is beginning work on the Friends of the Center Board. She is hoping to advertise the need for Friends board members in the near future.

The first day of registration was today. Clamon noted that she had signed up for classes for the first time using the online registration site and she found it easy to use.

Reese said she was impressed by the wide range of classes, including both rigorous and fun options, for the fall and she appreciates that the classes are member driven. Bowen stated that he is on the Program Committee and that the members of the committee make suggestions for classes as well as talk to people who are interested in offering classes at the Senior Center.

Clamon stated that she appreciates the opening of the billiards room so that members can bring in a guest. She brought her grandson in recently and they had a fun time.

DeLoach is currently working on a grant from Delta Dental to get new water bottle filling stations throughout the building. Other building updates include brighter lighting in the elevator as well as the creation of a staff break room.

DeLoach will be bringing in some traveling cultural exhibits from various museums. These will likely be displayed in the lobby area.

DeLoach would like to improve the way-finding signs throughout the building. Ideas include color coded signs and well as more prominent welcome signs. Another option is getting TV's at the entrances with general and programming information. DeLoach is also hoping to update the bulletin boards to make them more attractive. She would also like to utilize yard signs to draw attention to the building. Commissioners discussed placing banners on the outside the building or projecting lights and or images onto the outside of the building. Webber asked if something could be done with the limestone block at the corner of the building. The blocks were part of the building and were removed to make space for the skywalk. DeLoach said it could not be painted but a plaque could be placed.

DeLoach will be working with the Communications Department to come up with a marketing plan by the end of October.

COMMISSION DISCUSSION:

Reese noted that the Commission currently has one seat open and will have two more at the end of this year. She asked Commissioners to think about people to potentially approach to let them know about the openings and how to apply.

Clamon left the meeting.

Reese noted that Kathy Mitchell had been the Commission Liaison to the Steering Council. She asked if any Commissioners would be willing to fill this role. Kromray reported that this meeting occurs on the 2nd Thursday of the month at 10:45. The Steering Council is meant to be the communication component that brings the various committees, including the Commission, together. This role

would entail attending the meeting and reporting on what the Commission discussed. Weber agreed to be the Commission Liaison.

Webber noted that the trip hazards outside of Ecumenical Towers had been fixed after the last Commission meeting and that he appreciated the quick action by the City Manager's office.

Reese asked if there were any items for the agenda in September for the Commission to discuss. It was suggested the memorial block be revisited. Reese asked DeLoach to add any items that she would like the Commission's feedback on. DeLoach also noted that she is happy to talk with Commissioners regarding any ideas they have for the Senior Center and to reach out to put those items on the agenda for the following month.

Motion: To Adjourn. Motion carried on a vote of 4/0. Bowen/Finlayson

**Senior Center Commission
Attendance Record**

Name	Term Expires	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	8/16/18
Kenn Bowen	12/31/20	X	X	NM	X	X	X	N/M	X	X	X	X	X
Cheryll Clamon	12/31/18	X	X	NM	X	X	O/E	N/M	X	X	O/E	X	X
Lorraine Dorfman	12/31/19	X	X	NM	X	X	X	N/M	X	X	X	X	O/E
Robert (Scott) Finlayson	12/31/20	--	--	--	--	--	--	--	X	X	O/E	X	X
Mark Holbrook	12/31/18	O/E	X	NM	X	--	--	--	--	--	--	--	--
Kathy Mitchell	12/31/19	X	X	NM	X	X	X	N/M	X	X	X	--	--
Margaret Reese	12/31/17	X	X	NM	O/E	X	X	N/M	X	X	X	X	X
Hiram (Rick) Weber	12/31/20	X	X	NM	X	O/E	X	N/M	X	X	X	X	X

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

10/16/2018 09:47
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 ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>10570100 Senior Center Administrations</u>							
10570100 336110 Johnson County	-60,000	0	-60,000	-30,000.00	.00	-30,000.00	50.0%
10570100 346600 Membership Fees	-63,000	0	-63,000	-20,615.00	.00	-42,385.00	32.7%
10570100 356200 Permit Parking	-26,000	0	-26,000	-8,160.00	.00	-17,840.00	31.4%
10570100 362100 Contrib & Donation	-64,000	0	-64,000	-2,835.00	.00	-61,165.00	4.4%
10570100 363910 Misc Sale of Merch	-5,500	0	-5,500	-1,247.24	.00	-4,252.76	22.7%
10570100 369100 Reimb of Expenses	-3,092	0	-3,092	-543.00	.00	-2,549.00	17.6%
10570100 369300 Cashier Overages	0	0	0	.01	.00	-.01	100.0%
10570100 382200 Building/Room Rent	-10,820	0	-10,820	-4,800.00	.00	-6,020.00	44.4%
10570100 382400 Locker Rentals	-1,790	0	-1,790	-480.00	.00	-1,310.00	26.8%
10570100 384200 Vending Machine Co	-160	0	-160	-17.86	.00	-142.14	11.2%
TOTAL Senior Center Administrations	-234,362	0	-234,362	-68,698.09	.00	-165,663.91	29.3%
<u>10570220 Senior Center Classes</u>							
10570220 346400 Lessons	-1,230	0	-1,230	-677.00	.00	-553.00	55.0%
10570220 348900 Charges for Servic	-18,470	0	-18,470	-4,918.25	.00	-13,551.75	26.6%
TOTAL Senior Center Classes	-19,700	0	-19,700	-5,595.25	.00	-14,104.75	28.4%
<u>10570250 Senior Center Chorus</u>							
10570250 346500 Entry Fees	-5,000	0	-5,000	-1,000.00	.00	-4,000.00	20.0%
10570250 369100 Reimb of Expenses	-500	0	-500	.00	.00	-500.00	.0%
TOTAL Senior Center Chorus	-5,500	0	-5,500	-1,000.00	.00	-4,500.00	18.2%
<u>10570260 Senior Center Special Events</u>							
10570260 346700 Special Events	-4,000	0	-4,000	-613.58	.00	-3,386.42	15.3%
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	-613.58	.00	-18,386.42	3.2%
<u>10570270 Senior Center Television</u>							
10570270 363910 Misc Sale of Merch	-850	0	-850	-158.00	.00	-692.00	18.6%

10/16/2018 09:47
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 ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL Senior Center Television	-850	0	-850	-158.00	.00	-692.00	18.6%
TOTAL General	-279,412	0	-279,412	-76,064.92	.00	-203,347.08	27.2%
TOTAL REVENUES	-279,412	0	-279,412	-76,064.92	.00	-203,347.08	

Current Members as of 10/16/18 = 1647

10/16/2018 09:47
 KKromray

CITY OF IOWA CITY
 YEAR-TO-DATE BUDGET REPORT

P 3
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FOR 2019 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-279,412	0	-279,412	-76,064.92	.00	-203,347.08	27.2%

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