



Senior Center Commission Agenda

Thursday, October 17, 2019

4 PM

Iowa City/Johnson County Senior Center - Room 205

1. **Introductions/Welcome**—*K. Bowen*
2. **Minutes (August 15, 2019)**
3. **Public Discussion for items not on the agenda**
4. **Commission Assignments**—*K. Bowen*
 - Board of Supervisors - *Call in advance to be placed on the agenda*
October 24 and 31 at 9 AM at the CAB
 - City Council- *All meeting dates are tentative and should be checked prior to attending*
November 4 and 19 at 7 PM
5. **Operational Overview**—*Staff*
 - ❖ **Kitchen Memo Update**
 - ❖ **Emergency Preparedness**
 - ❖ **New Vision Suggestion**
 - ❖ **Policy Updates**
6. **Commission Discussion**— *K. Bowen*
 - ❖ **Meeting Reports**
 - ❖ **Future Agenda Items**
7. **Adjourn**

****Next meeting is Thursday, November 21 at 4 PM room 205 at the Senior Center****

Meeting Packet Contents:

1. Agenda: Thursday, October 17, 2019
2. Minutes: Senior Center Commission, Thursday, August 15, 2019
3. Art Exhibit Policy, Alcohol Policy

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

**MINUTES
SENIOR CENTER COMMISSION
AUGUST 15, 2019
ROOM 205, IOWA CITY/JOHNSON COUNTY SENIOR CENTER**

Members Present: Kenn Bowen, Cheryll Clamon, Lorraine Dorfman, Scott Finlayson, Zach Goldsmith, Angela McConville

Members Absent: Hiram Webber

Staff Present: LaTasha DeLoach, Kristin Kromray

Others Present: Hal Schrott

CALL TO ORDER:

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

RECOMMENDATIONS TO COUNCIL:

None.

APPROVAL OF MINUTES FROM THE JULY 18, 2019 MEETING:

Motion: To accept the minutes from the July 18, 2019 as amended. Motion carried on a vote of 6/0. Clamon/Dorfman

PUBLIC DISCUSSION:

None.

COMMISSION ASSIGNMENTS:

Dorfman will attend an upcoming City Council meeting.

OPERATIONAL OVERVIEW:

The kitchen memo was submitted to the City Council. The memo gave two options. One option is to move forward more quickly on making the kitchen functional, and would cost \$40,000 to \$80,000. The second option is to have a comprehensive plan of the space and receive feedback from Senior Center members, community members, and staff to create a plan for the kitchen to fully encompass the best way to utilize the space and meet the needs of most groups. Currently there are capital improvement funds available in FY2021 for a total kitchen remodel.

DeLoach announced a program with the College of Nursing to College to create emergency preparedness kits. This event will occur on Halloween and have a "Zombie Apocalypse" theme.

Staff has been working on a new vision statement. It is: To end social isolation for people over the age of 50. Commissioners discussed the new vision statement. Clamon suggested that while she agreed with the sentiment, she would like the statement to be turned into a positive instead of a negative statement. DeLoach will bring the feedback back to staff to discuss.

COMMISSION DISCUSSION:

Bowen reported he and Commissioner McConville gave a presentation to the Board of Supervisors about the Senior Center. Both thought that the presentation was well received. They stated that the Board seemed most interested in intergenerational programming, the free summer lunch program, and programming outside of the Senior Center building.

Future agenda items include a Homecoming event and a staff appreciation day.

Motion: To Adjourn. Motion carried on a vote of 6/0. Goldsmith/Clamon

**Senior Center Commission
Attendance Record**

Name	Term Expires	9/20/18	10/18/18	11/15/18	12/13/18	1/24/18	2/21/19	3/21/19	4/25/19	5/16/19	6/20/19	7/18/19	8/14/19
Kenn Bowen	12/31/20	NM	X	X	NM	X	X	NM	X	X	NM	X	X
Cheryll Clamon	12/31/18	NM	X	X	NM	O/E	X	NM	X	X	NM	X	X
Lorraine Dorfman	12/31/19	NM	X	X	NM	X	X	NM	O/E	X	NM	O/E	X
Robert (Scott) Finlayson	12/31/20	NM	X	O/E	NM	X	O/E	NM	X	O/E	NM	O/E	X
Zach Goldsmith	12/31/21	--	X	X	NM	X	X	NM	X	X	NM	X	X
Angela McConville	12/31/21	--	--	--	--	--	--	--	X	X	NM	X	X
Margaret Reese	12/31/17	NM	X	X	NM	--	--	--	--	--	--	--	--
Hiram (Rick) Webber	12/31/20	NM	X	X	NM	X	X	NM	X	X	NM	X	O/E

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

ADMINISTRATIVE REGULATIONS FOR THE USE OF ALCOHOL
at the Iowa City/Johnson County Senior Center (The Center).

The following Administrative Rules regarding the use of alcohol are adopted pursuant to Iowa City Code 4-5-3, and approved by the Senior Center Coordinator and Commission, and the City Manager of Iowa City.

The Center Coordinator, or designee, is authorized to issue written permission to a Renter, via an addendum attached to an approved Rental Application, for the use of alcohol in the Assembly Room and First Floor Lobby of The Center pursuant to these administrative rules. The following rules apply:

1. The City will have a designee present for the duration of the event. Said designee is authorized to take action on behalf of the City.
2. A damage deposit shall be required for each event, as set by the City, or designee. The Renter shall be personally responsible for any and all damages caused by Renter or any guests, including those damages not covered by the damage deposit.
3. The Renter must be 21 years of age or older, and provide proof thereof via a government-issued photo I.D. upon request.
4. No person under the legal drinking age may possess or consume alcoholic beverages at The Center.
5. All alcoholic beverages must be consumed in the Assembly Room or first floor lobby. No possession or consumption of alcohol is allowed anywhere else on City property.
6. The Center, or its designee, reserves the right to cut any guest off from further possession or consumption of alcohol, should their behavior, in the opinion of the City or designee, warrant it. Failure to act responsibly and maintain self-discipline may result in removal of the individual from the premises, legal intervention, or termination of the event.
7. No liquor shall be permitted. Renters may bring their own wine or beer only if catering services are not utilized. If catering services are utilized, any and all wine and beer possessed or consumed must be provided by the caterer.
8. Wine and beer (not liquor) may be sold through a cash bar only if said sales are conducted by a caterer or other provider fully licensed to do so, and only if the license(s) and proof of insurance are placed on file with the Senior Center Coordinator or designee no later than two weeks beforehand. Sales of wine or beer outside the Assembly Room or first floor lobby are allowed only for events sponsored or co-sponsored by the City, and only by liquor licensees acting pursuant to a liquor license then in effect for The Center.

9. If the event is not catered, the Renter may provide wine and beer (not liquor) to guests only if the guests are not charged. No sales, cup sales, "suggested" or "free-will" donations, and/or tickets, or other forms of reimbursement are allowed. If there is evidence that alcohol has been sold to guests, other than by a fully licensed caterer, the event will be terminated immediately, and law enforcement notified.
10. Renter agrees to provide evidence of insurance coverage in the amount of \$1,000,000 for the event. If the Renter is unable to secure the necessary insurance policy, the applicant may apply for a "special event supplemental policy for tenant users" with the City's insurance carrier.
11. Renter agrees to indemnify, defend, and hold harmless the City against any and all claims related in any way whatsoever to the Renter or any of Renter's guests consuming alcoholic beverages, or any behavior that arguably resulted from the Renter or guest consuming alcoholic beverages.
12. The Center Coordinator or designee may place additional reasonable conditions on the use of alcohol in The Center Assembly Room or First Floor Lobby, which conditions shall be attached to the public rental permit along with the written permission.

I HAVE CAREFULLY READ AND UNDERSTAND THIS DOCUMENT, AND AGREE TO ALL TERMS CONTAINED HEREIN. I AM SIGNING THIS FREELY AND WITHOUT RESERVATION OR CONDITION.

Permit Applicant Printed Name

Permit Applicant Signature, date

Title: Art Exhibit Policy
Date of Current Version: December 2018
Replaces Version: April 2012

Background

The Center offers rotating art exhibits. Art exhibits enhance the environment, encourage community participation in Center programming, and promote discussion of the work among participants and visitors.

Art Exhibit Policy

1. Art work is not censored. The style and subject of art exhibits vary greatly and may on occasion be offensive to some participants and visitors. The Center neither approves nor disapproves the content, ideas or subject matter presented in art exhibits and does not accept responsibility for ensuring accuracy or that all points of view are represented by an exhibiting artist.
2. A signed agreement is required to exhibit art work at The Center.
3. Prior to installing art work, the artist shall provide the program specialist with a list of the names and value of all items on display. The list is forwarded to the City of Iowa City's revenue and risk manager in order to provide insurance coverage for the items on display. Art work is not insured by the City without documentation of the names of pieces displayed and their value.
4. The sale of exhibited artwork is permitted. The artist shall pay The Center 25% of the revenue resulting from the sale of any item sold from the exhibit.
5. All items included in the exhibit must remain on display throughout the scheduled exhibit period unless otherwise approved by the program specialist.

Administration

The exhibits are coordinated by the program specialist who invites and schedules artists to display their work for a limited period of time.

Approved by the Senior Center Commission on: _____