

**Title:** Senior Center Commission  
**Date of Current Version:** March 2019  
**Replaces Version:** August 2011

### **Background**

The Senior Center Commission is a volunteer board comprised of members of the community, Center members, and participants who advise the City Council of Iowa City on the operation of The Center. The intent of this Commission is to ensure that the community is well-represented when decisions are made involving the operation and future direction of The Center.

### **Senior Center Commission Policy**

1. The Senior Center Commission advises the City Council on matters related to The Center; makes policy and program recommendations; helps seek adequate financial resources to support operational expenses; encourages full participation by older adults in the programs and services offered; ensures that The Center is integrated into the community and cooperates with organizations sharing common missions and goals; acts as an advocate for older adults; and offers input to the City Manager in evaluation and hiring of personnel.
  - a. See RESOLUTION NO. 03-287, RESOLUTION RESCINDING RESOLUTION NO. 94-309 AND ADOPTING IN LIEU THEREOF A NEW RESOLUTION MODIFYING THE COMPOSITION OF A SENIOR CENTER COMMISSION FOR THE CITY OF IOWA CITY IOWA AND ESTABLISHING THE MEMBERSHIP, TERMS, DUTIES, POWERS AND AUTHORITY OF SAID COMMISSION, dated 9 September 2003, for specific details on the appointment of Commissioners, terms of service, powers, and authorities. This document can be found on the City of Iowa City website.
2. Effective July 1, 2010 the City Council of Iowa City requires gender balance on all City Boards and Commissions. Appointments that would not accomplish gender balance are prohibited unless the City had been unable to make a compliant appointment after 3 months of attempting to appoint a qualified applicant.
3. The Senior Center Commission complies with Iowa's Open Meetings law.
4. The Senior Center Commission meets monthly. Minutes are taken at each meeting and in a format that is in accordance with City policy. Preliminary and approved meeting minutes are submitted to the City Council and are available on the City of Iowa City website.
5. The Senior Center Commission shall operate in accordance with written by-laws that were approved by the City Council on 8 September 2003 in Resolution No. 03-287. Copies of the by-laws are available on the City of Iowa City website and at the Senior Center.
6. Terms are 3 years each. In Resolution No. 15-300 the City Council established a policy that each application for reappointment to a City Board or Commission will be considered without regard to incumbency. If reappointed, an individual would be limited to one reappointment to a full term in order to increase the opportunities for new applicants to serve. Completing part of an unfinished term does not count against this limit.

**Administration**

The Center coordinator is the staff liaison for the Senior Center Commission. Commissioners speak directly to the City Council of Iowa City to provide Center updates or to report on budgetary matters, operational recommendations, special projects, or unusual situations. Similarly, Commission members may report to the Johnson County Board of Supervisors.

The Senior Center Commission is directly accountable to the City Council of Iowa City.

The City Council is responsible for updating the purpose, role, and responsibilities of the Commission while the Commission is responsible for reviewing its by-laws on an annual basis and recommending amendments to City Council.

Approved by the Senior Center Commission on: 5/16/2019