



**DRAFT MINUTES
FITCHBURG COMMISSION ON AGING
THURSDAY, August 13, 2015**

MEMBERS PRESENT: Sue Sheets, Ada Deer, Ruth Domack, Dick Rydecki, Jim Sosnouski, Carol Poole

STAFF PRESENT: Jill McHone

CALL TO ORDER

- Chair Sosnouski called meeting to order at 8:30am
- Approval of April meeting minutes.
- Motion: Minutes of April 14, 2015 meeting be approved. Seconded, Passed.
- Motion: Jim Sosnouski serve another term as chair of the commission. Seconded. Passed.

DIRECTOR'S REPORT

The following activities or programs are completed, active or in the advanced planning stage:

- Bike / golf cart tour to Belleville took place on August 12. There were 53 participants.
- The summer programs are continuing.
- Special Programs – Mandi – Making Fitchburg Dementia Friendly – A program will be held at Gold's Gym on September 19 from noon - 4pm. Mandi will also be training Fitchburg Police staff and Gold's Gym staff on this issue.
- Special Programs – Dave – Energy Program – New programs / services will be added when the new school semester starts which will include assistance with TV controllers and cables.
- Special Programs - Amy – No Falls Task Force – A seminar / presentation will be presented at the FSC on September 21.
- Special Programs – Sarah – a care giver event is being planned.
- Bunko group is going well.
- End of Life Preparedness program will be held in September at the FSC.
- Pickle Ball participation is expanding. Swan Creek tennis courts have been lined for pickle ball.
- Inspiration Point – a Fitchburg memory and disabled housing facility is underway. Caregivers will be housed in the same facility. The residential capacity will be approximately 50 people.
- An Antique Appraisal program will be held in the Fitchburg Library in October.

- The FSC monthly newsletter PRIME TIME was noted as a great resource for FSC information, programs and activities.

Fitchburg Senior Center Friends Report

Sheets summarized the activities of the FSCF.

- FSCF will have its own website beginning September 28. The website address is:
- WWW.FSCFRIENDS.ORG
- Fund Raiser – HY-VEE – December 10 is the next event at which HY-VEE will contribute 10% of the receipts for restaurant food purchases to FSCF.
- Fund Raiser – Bratfest –October 1- 3:30pm-6pm, is the same day as the Agora Farmer’s Market.
- Fund Raiser – EPLEGAARDEN – Ice Cream Social – September 5 -7. No Cost - Free will offerings will be given to FSCF for the FSC program sharing meals with seniors.
- Snack Day is September 13.
- Travel Show will be presented including a European river tour scheduled for April, 2016.
- Provide Funding – Wisconsin State Journal subscription – 3 copies of paper per day - Mon – Fri.
- Provide Funding – A fall flower fund raiser is being planned.
- Provide Funding – Contribution for golf cart ride.
- Provide Funding – Scholarships for to needy seniors to participate in FSC programs.
- Provide Funding – Contributions to needy seniors for medical services and items.

Old Business

- **Room Fee Committee Report** – The purpose of the committee is to provide uniformity in policy for charges / fees for classes and instructor fees. Domack summarized the year-long work of the committee. A number of categories for fees were identified, e.g., health, self-improvement, entertainment.... FSC would control incoming fees. The split in fees was 90% / 10% between instructor and FSC. The committee addressed the concerns of the city concerning classification of instructor (contractor or employee), minimum pay for instructors, pre-payment for classes and student drop-out procedures. The new policy will be effective January 1, 2016. Some discussion took place on the difference in fees collected by recreation compared to senior center. The senior center can maintain a cost-effective program and still maintain availability of services.

New Business

- **Room Fee Policy** – Discussion took place including having the policy available to instructors before effective date of policy. MOTION: Accept this policy. Seconded. Passed.
- **Accident and Health Emergency Policy** – Discussion took place including having the policy posted in the FSC. MOTION: Accept this policy. Seconded. Passed.

- **Approval of Fire and Tornado Policy** - Discussion took place including having the policy posted in the FSC. MOTION: Accept this policy. Seconded. Passed.
- **Budget** – McHone identified items in the proposed budget including a request to change the office assistant from a part-time to a full-time position. This change would allow full coverage of services throughout the day and also dealing with the new service of accepting credit card payments. Also, an increase in revenue (to \$45,000) from Dane County for nutrition, case management and medical assistance services. It was noted that FSC has the largest participation in lunch service of all senior centers in the county.

Other Such Matters

- Sosnouski requested the city address the long-delayed issue of installing appropriate and informative signage on the Fitchburg Community Center Campus. The signage would assist visitors to the campus as well as be consistent with the city's effort to become a dementia friendly city
- A question was asked about the next WASC re-certification effort. McHone will find out.
- Poole asked for a specific “Did You Know” topic about the FSC that she could present to the council. Sheets suggested the Senior Case Management Service. This service allows seniors to retain independence and / or remain in their own home.
- Next meeting is October 8, 2015, 8:30am

Adjournment – Motion – Second . Passed. 9:55am