

**PUBLIC NOTICE OF A MEETING OF THE
COMMITTEE on AGING OF THE CITY OF MANITOWOC**

COA Meeting Minutes November 13, 2023

Classroom
Manitowoc Senior Center

The Committee on Aging consists of eight members to be appointed by the Mayor and confirmed by the Common Council for three-year terms pursuant to 3.27. The Committee shall recommend to the Common Council a Director for the Committee on Aging who shall serve for a three-year term under the direction of the Director of Public Infrastructure.

Present: A Brixius (Chair), D Bonk (Co- Chair), J Hudon, J. Kramer, R Malzahn, M. Schultz, L Kalista, M Michels (Staff),

1. Meeting called to order at 1:30 pm by A. Brixius
2. Pledge of Allegiance
3. Discussion and approval of minutes of previous meeting (September 2023)
 - i. Motion to approve: D. Bonk
 - ii. Second: M. Schultz
 - iii. All in favor
4. Public Input
 - (a) Concern that trip participants park in the lot across Peto Street but there are no lights in that parking lot.
5. Chair Person's Report
 - (a) Thank you to staff for the Holiday Fair operations.
 - i. Food Service ran very smooth
 - (b) Thank you to all of the COA board members for helping out at the Holiday Fair
6. Sr. Center Staff Report
 - (a) Current Programs and Schedule updates
 - i. Trips – M. Michels report
 1. September 22, 2023: Warrens Cranberry Festival
 - a. Full (volunteer escort), good feedback
 2. October 10, 2023: Door County Lunch & Wine Tasting Trolley Trip
 - a. Almost full (staff escort at no charge), good feedback
 3. November 9, 2023: Spirits of the Shoreline Trip
 - a. 40 Participants + 1 staff escort
 - i. Excellent day with good feedback
 4. December 7, 2023: Christmas Stars
 - a. Full (volunteer escort) with a wait list
 - ii. Fundraiser – M. Michels report
 1. November 4, 2023: Holiday Fair
 - a. Went well, good attendance, nice day
 - b. Overall profit of \$3200
 - c. M. Schultz said that people were asking for pickles, relish, soup
 2. Bake Sales still going well
 - iii. Special Events – M. Michels report
 1. Halloween Party ~ October 31, 2023
 - a. 1:30pm
 - b. Low attendance (first good snow fall of the year that day) but fun was had by all
 2. Holiday Party ~ December 8, 2023
 - a. 11:30am-1:00pm
 - b. A. Brixius asked COA members to sign up

- i. A. Brixius, R. Malzahn, L. Kalista, J. Kramer, and M. Schultz all said they are available to help that day
 1. M. Michels to let Tari know and she will call them
- (b) Questions, Comments and Concerns on Senior Center Report
 - i. none
7. Financial Report
 - (a) none
8. Old Business
 - (a) Senior Center Manual (*re: March 13, M Michels*)
 - i. Finalize
 1. COA members went through each page with any revisions or questions to complete the final version of the manual to go to the next PI Committee Meeting
 - a. Expected release date of January 1, 2024
 - b. A. Brixius invited COA members to attend the next PI meeting
 - i. Wednesday, December 6, 2023
 - ii. City Hall Common Council chambers
 - ii. Motion to approve the manual: J. Kramer
 - iii. Second: L. Kalista
 - iv. All in favor
- (b) Looking for a new Committee on Aging member (*re: September 11, 2023, A. Brixius*)
 - i. A. Brixius has recommended Al Chizek. He will go to Common Council and once approved will be a COA member, taking R. VonDrachek's place
- (c) Additional Pickleball net and rubber court lines purchased and are at CP Rec Center (*re: September 11, 2023, L Kalisa*)
- (d) Lakeshore Pedalers is there own group. Senior Center will no longer advertise in the newsletter for them. (*re: September 11, 2023, R Malzahn*)
 - i. Staff is looking into a possible Senior Center Bike Group and/or Hiking Group
 1. M. Michels said that one of the new instructors (Ann Philbert) is interested in helping with and possibly growing/restructuring the Hikes with Curt program
- (e) A. Brixius asked about the Handicap Access and Parking
 - i. M. Michels stated that Curt has turned in the request to Building and Ground and Public Infrastructure (*see March 13, 2023 minutes*)
- (f) A. Brixius asked about the phones in each of the Senior Center rooms
 - i. M. Michels stated that building and grounds has to take them down and determine how to patch/repair any holes. M. Michels and C. Hall to look into this again (*see March 13, 2023 minutes*)
- (g) A. Brixius thanked staff for promptly getting a white board purchased and hung in the social room
9. New/Other Business
 - (a) Michelle reported that the ADRC is encouraging people to make their Open Enrollment appointments. Appointments are limited and in years past the Medigap line has reached it's max before the end of Open Enrollment and stopped taking calls.
 - (b) A. Brixius would like the COA members to revisit their wish list compiled in July for the January 2024 meeting so that any restructuring/prioritizing of this list can be done.
 - (c) M. Schultz said there is a need for more cardio drumming balls and buckets.
 - i. M. Michels will work with the instructor on needs and also storage space
 - (d) J. Hudon said that the bubbler in the east hall is not working again
 - i. M. Michels will let building and grounds know
 - (e) M. Michels announced that a new footcare provider, Taskmasters, LLC, has signed a contract with the city/senior center.

- i. Starting November 30, 2023 they will offer appointments on Thursdays and Fridays
 - ii. Taskmasters was giving the 165 person wait list and they will call to make all of their own appointments.
 - iii. Taskmasters will pay an hourly fee for the use of the south ½ of the craft room
 - (f) M. Michels announced that 2 seasonal office assistants
 - i. Jan Klein be scheduled Mondays and Wednesday 8am-12pm
 - ii. Wendy Freed be scheduled Tuesdays, Thursdays, and Fridays 8am-12pm
- 10. Adjourn
 - (a) Motion to adjourn: L. Kalista
 - (b) Second: J. Hudon
 - (c) All in favor
 - i. Meeting adjourned at 2:41 pm
- 11. Next meeting January 8, 2023 at 1:30 pm

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950, or TDD 686-6552.

Dated this 30th day of November, 2023

Curt Hall
Park, Recreation & Sr. Center Division Manager

E-MAIL:

Clerk's Office
Mayor's Office
City Managers
Committee Members
PI Committee