

**CITY OF PORT WASHINGTON
COMMISSION ON AGING MINUTES
Monday, June 11, 2011**

Present: Suzanne Bruner, JoAnn Stade, David Owens, Alderman Mike Ehrlich, and Catherine Kiener, Director.

Excused: Sally Schirk-Ehrlich Absent: Mike Kraus

Meeting was called to order at 7:00 PM

1. Minutes from May 9 correction to add Mrs. Webb name for attending.
Ms. Stade moved to approve with correction; Mrs. Webb seconded; Motion carried.
2. Senior Center Financial Summary corrections
Mr. Owens will review the corrections due to the cent error in December and verify changes were correct.
3. Unfinished Business
 - A. Overview of the May meeting of Traffic Safety was given
 - B. Relocation update was given and recommendation of purchase from EBI for the office desks. Alderman Ehrlich moved to approve the purchase of 2 desks from Emmons Business Interiors. Ms. Stade seconded the motion. Discussion was on the pieces needed to complete desk and computer work space (return). Motion carried.
 - C. Spring Fling overview: there were quite a few door prizes which took time to distribute so maybe review process; liked having people bring dessert to the tables.
4. New Business
 - A. Elected Officials Report – There are 3-4 interested parties in the Firehouse property. Extend a thank you to Steve for his hard work during the move.
 - B. New Building – the Heating/cooling is being learned by staff; the Fire panes keeps ringing an alert and according to the installer (O&W) it is due to the system self checking and not being able to detect 2 phone lines. The problem is being reviewed by contractor. The Elevator training was basic. Key point: to keep door area clean and if a problem arises call for technician. The disposal containers are being requested; building security for closing procedure being developed; and the parking lot useage will be discussed with building owner. Mark Ansay, son of Denise & Gabby Ansay is pursueing his Eagle Scout badge with the outdoor building sign design, location, and funding.
5. Director's Report
 - A. The Senior Board election is occurring for one open position.
 - B. June/July Events reviewed with special mention of the July 21 picnic and 4 trips upcoming; and Ozaukee Senior Conference.
 - C. Director's Comments – the process will start to review the assistant position.
There will be no July meeting as no agenda items to discuss.
6. Meeting adjourned at 8:30 PM.