

Regular Meeting  
Active Adult Center Advisory Board  
March 19, 2024

A Regular Meeting of the Madison Heights Active Adult Center Advisory Board was called to order by Chair Salley, March 19, 2024, at 1:00 p.m. at the City Hall Municipal Building at 300 W. 13 Mile Rd., Madison Heights, MI 48071.

Present: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, and Topping.  
Also Present: Center Supervisor Cowan, DPS Director Ballantine.  
Absent: Quigley, Councilor Wright.

An invocation was led by Ms. Cowan.

**19-01. Minutes.**

Motion by Ms. Juska-Svoba seconded by Ms. Ratliff to adopt the minutes from the Regular Meeting of February 20, 2024.

Yeas: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, and Topping.  
Nays: None.  
Absent: Quigley.

**19-02. Meeting Open to the Public.**

Former Councilwoman Scott stated that she and Ms. Kehoe will be working on cleaning up the Heritage Room after the flood, back in 2023. She reported she is asking all City boards to come help with clean up, since materials were “just thrown to the side” and were not “organized” when they were moved in order to keep them dry when the flood happened.

Ms. Kehoe thanked Mr. Ballantine for reserving the room for the Parade Committee to have their recent meeting; however she stated that there were no chairs set up in the room, so members who had arrived early had to call other members who were attending and ask them to bring in lawn chairs so they had somewhere to sit. Mr. Ballantine reminded Ms. Kehoe that when groups book a room it is their responsibility to set up and clean up any furniture they might need.

Ms. Kehoe also stated that she “wished the City would have done something to make sure the Spaghetti Dinner fundraiser would continue”. Several board members stated groups are getting away from these types of fundraisers due to liability and health department guidelines, and that other groups are moving to hosting fundraisers at local restaurants. Ms. Kehoe stated that she researched and found places were asking \$32 per plate with an additional \$1,500 room rental fee. Several Board members stated they weren’t sure where she called, but that local restaurants such as Texas Roadhouse and Big Boy don’t charge anything but the regular meal cost per person, with no rental fee. Ms. Cowan stated she had already given all this info to Ms. Kehoe.

Ms. Kehoe also stated that she wished the AAC transportation program would run after 2:00 pm, and that staff could only find her a ride to the doctor recently, and since she wasn't going to finish at the doctor until after 4:00 pm, the AAC could not offer to bring her back home.

**19-03. Staff Report.**

Ms. Cowan updated the Board on programs currently happening and upcoming at the Center, including upcoming trips and closures, some evening open hours, some upcoming partnerships, and a new acrylic painting class.

**19-04. Maintenance Requests**

None. The City is still working with the contractor on punch list items.

**19-05. Budget Requests**

Ms. Cowan reported she will be applying for SMART grant money to purchase GPS units for vehicles, monies for expanding building hours into the evening and weekends, and monies for an additional driver and front desk staff.

**19-06. Unfinished Business.**

Ms. Cowan asked if Board members had thought about donating monies each month to a local group in need. All Board members agreed they would like to try donating \$100 each month from the escrow account. Ms. Cowan stated Ms. Quigley who was not present today relayed to her that she was interested in moving forward with this as well, and suggested donating some money to seniors who could not afford to pay the fee to ride our bus. Everyone agreed the Board would have a discussion each month and choose whether or not they want to donate monies based upon current available funds, and where they would like to donate monies, giving each Board member a chance to suggest a group. Ms. Cowan asked if they would like to start this month. They all agreed. She asked if the Board would like to make the first recipient the Madison Heights Parade Committee.

Motion by Ms. Patton seconded by Ms. Mowry to approve donating \$100 to the Madison Heights Parade Committee.

Yeas: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, and Topping.  
Nays: None.  
Absent: Quigley.

**19-07. New Business.**

Ms. Cowan reported that she had a meeting with two staff from Oakland County Parks, and we will be expanding our partnership to include monies to pay for bussing for our two upcoming trips with them, late summer or fall walks at Madison Heights parks, and classes at the AAC.

Ms. Cowan stated that she started a partnership with AgeWays (formerly Area Agency on Aging, 1B). They will be offering two upcoming classes in person as well as some online classes.

Ms. Cowan reported that she is looking into new recreation software. Costs will be covered by an old grant through SMART. Software is much more flexible than the current software we have, but most likely there won't be a kiosk.

Ms. Cowan stated that the congregate meal program will start back up in May, on Thursdays only and the meal provider will be Western Oakland Meals on Wheels (WOMOW), who provides the mobile meals to the area. She reported their menu has been updated and they also offer a cold meal option and special days such as a taco or potato bar option.

**19-08. Treasurer's Report.**

Motion by Ms. Patton seconded by Ms. Smith to approve the February Treasurer's report.

Yeas: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, and Topping.  
Nays: None.  
Absent: Quigley.

**19-09. Council & Administration Updates.**

Mr. Ballantine updated the group on upcoming construction projects.

Mr. Ballantine reported that yard waste pick up started this week.

Mr. Ballantine stated that there will be no garbage delay due to the Good Friday holiday.

Mr. Ballantine stated the Recreation Brochure is out and April 3 is the upcoming registration date.

Mr. Ballantine reported the Recreation Department's 5K will take place on April 20 this year.

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Mr. Ballantine stated the City Manager has been taking Department Heads on quarterly outings. A recent outing included a demonstration of pickleball and the group has an upcoming Detroit tour.

Mr. Ballantine reported that he will be graduating from the Michigan Public Services Institute. He has will have completed three sessions (weeks), with 50 hours of instruction per week. The board members congratulated him.

Mr. Ballantine reported that DPS is at full staff.

**19-10. Adjournment.**

The meeting was adjourned at 1:48 pm. Our next meeting will be on Tuesday, April 16, 2024 at 1:00 pm.

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Jennifer Cowan  
Active Adult Supervisor