

Regular Meeting
Active Adult Center Advisory Board
November 18, 2025

A meeting of the Madison Heights Active Adult Center Advisory Board was called to order by Chair Salley, November 18, 2025, at 1:00 p.m. at the Madison Heights City Hall Building at 300 W. 13 Mile Rd., Madison Heights, MI 48071.

Present: Bessler, Brand, Faulkner, Juska-Svoba, Mowry, Ratliff, Salley, Smith and Quigley.
Also Present: Center Supervisor Cowan, DPS Director Ballantine.
Excused: Councilor Wright.

19-01. Minutes.

Motion by Ms. Ratliff seconded by Ms. Smith to adopt the minutes from the meeting of October 21, 2025.

Yeas: Bessler, Brand, Faulkner, Juska-Svoba, Mowry, Ratliff, Salley, Smith and Quigley.
Nays: None.
Excused: None.

19-02. Meeting Open to the Public.

None.

19-03. Staff Report.

Ms. Cowan updated the Board on programs that are coming up including lunch and learns, trips, classes, closures, and a Holiday Bazaar paired with the City's tree lighting event.

19-04. Maintenance Requests

None.

19-05. Budget Requests

There was no budget requests; however both Mr. Ballantine and Ms. Cowan spoke about the City's year round budget process and how they are currently working on goals and objectives.

19-06. Unfinished Business.

None.

19-07. New Business.

Ms. Cowan reminded the Board that we need to elect officers for the Board. Mr. Salley reported he would like to continue as chair, and no one else was interested in running.

Motion by Ms. Faulkner seconded by Ms. Ratliff to reelect Mr. Salley as Chair.

Yeas: Bessler, Brand, Faulkner, Juska-Svoba, Mowry, Ratliff,
Salley, Smith and Quigley.
Nays: None.
Excused: None.

Ms. Cowan stated the Vice Chair position would need to be filled with someone new since Ms. Patton is not currently on the Board. Ms. Quigley expressed interest, and no one else was interested in running.

Motion by Ms. Faulkner seconded by Ms. Brand to elect Ms. Quigley as Vice Chair.

Yeas: Bessler, Brand, Faulkner, Juska-Svoba, Mowry, Ratliff,
Salley, Smith and Quigley.
Nays: None.
Excused: None.

Ms. Bessler reported that she would like to continue as Secretary, and no one else was interested in running.

Motion by Ms. Ratliff seconded by Ms. Smith to reelect Ms. Bessler as Secretary.

Ms. Cowan reminded the group that we would be taking a group photo after the meeting.

Ms. Cowan reported that a few Board members and AAC staff have asked about getting new AAC apparel and asked the Board would be interested in using escrow account funds to purchase them. She was considering one short-sleeved shirt, one long-sleeved shirt and one jacket for each Board member and AAC staff. The Board members were all interested and agreed it was a good idea. A discussion ensued and the members agreed they would think about it and vote on it in our next meeting in January. Ms. Cowan stated she will get samples of the items so everyone can try them on ahead of time.

Ms. Cowan explained that she is coordinating with Mr. Ballantine to purchase a pop-up tent to provide shade for volunteers and staff at City events. The tent would be stored with DPS so field staff can handle setup and takedown, allowing volunteers and staff to focus on their other event materials.

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Ms. Cowan stated that a staff member requested lockers for the exercise equipment room, so people using the equipment had somewhere to store jackets, purses, et cetera. Since just one staff member brought up the idea, Ms. Cowan was interested in Board input, especially people who use the room. Several Board members stated lockers would be a good idea but were open to other ideas. Ms. Quigley suggested putting more coat hangers around the room instead, near to each row of machines, so people could keep their items closer by and in sight. Ms. Cowan agreed that was a good (and cheaper) idea and we should try this first. She will contact maintenance to get some ordered and hung.

19-08. Treasurer's Report.

Ms. Cowan supplied the July, August and September 2025 treasurer's report copies and went over some items on each report.

Motion by Ms. Juska-Svoba seconded by Ms. Brand to approve the July, August and September Treasurer's reports.

Yeas: Bessler, Brand, Faulkner, Juska-Svoba, Mowry, Ratliff, Salley, Smith and Quigley.
Nays: None.
Excused: None.

19-09. Council & Administration Updates.

Mr. Ballantine reported the City Council meeting that was set for November 24 has been moved to tomorrow so election certification could take place prior to the swearing in of the new Council. This means there will not be a Council meeting after the City's tree lighting event.

Mr. Ballantine stated that leaf collection is going well and would continue for around one more month unless there was a heavy snow.

Mr. Ballantine reported that Mayor Grafstein bought lunch for DPS employees to thank them especially for all the work they did during the many water main breaks.

Mr. Ballantine stated that the replacement van for City van 469 was supposed to arrive in October. Ms. Cowan stated that the replacement SMART van 480 should arrive in the spring now.

Mr. Ballantine reported while DPS is currently understaffed due to some staff being off for medical reasons, all departments are running smoothly.

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Mr. Ballantine stated all road construction projects are complete, besides some minor traffic signal work on John R that will continue through February.

Mr. Ballantine reported the salt dome at DPS is full and trucks will be ready for the first major snowfall.

Ms. Faulkner asked about a petition that was being brought door to door in her neighborhood requesting a rezoning so subsidized housing could be put in the neighborhood. Mr. Ballantine stated that this particular rezoning has been removed from consideration at this time.

19-10. Adjournment.

Ms. Cowan reminded Board members that our Holiday Lights dinner and drive around would be on Tuesday, December 16, meeting at the AAC at 4 pm.

The meeting was adjourned at 1:58 pm. Our next meeting will be on Tuesday, January 20, 2026 at 1:00 pm.

Jennifer Cowan
Active Adult Supervisor