

**Watertown Senior Center
Advisory Board Minutes
December 10, 2024**

1. Call to Order

The Senior Center Advisory Board met in person on December 10, 2024, at 9:00 am. The meeting was called to order by director Andrea Draeger. Present: Betty Jimenez, Cathie Wallen, Kathleen Gillingham, Jammie Belstner, Dawn Justman, Peggy Brown, Mara O'Brien.

2. Review and Approve the October Minutes

Kathleen Gillingham motioned to approve the October 15, 2024 minutes as written. Jammie Belstner seconded. Motion carried.

3. Review and Approve the Monthly Financial Report

Cathie Wallen motioned to approve the October financial report as written. Peggy Brown seconded. Motion carried.

4. Citizens to be Heard

Kerry Kneser gave an update on the Green Bay Packer Foundation grant acceptance on November 21. The Senior Center was awarded \$3,500 for building art.

5. Business

6. Chairperson's Committee Report

a. Update Fundraising Committee on Current Efforts

The bake sale was turned into a holiday cookie box, which will begin on December 17-19. The soup sale is scheduled for January 16, 2025; proceeds will go to a new fitness room tv and support building art. Green Bay Pack Grant will be worked on soon. Raffle license will also be worked on soon. New scrip cards are available and will earn roughly 3-12% back for the center.

b. Update Membership Committee on Current Memberships and Renewals

Regular meet and greets will be scheduled for next year as the last was a great success. Members could be called to renew for next year. We will work to revamp the newsletter and add bios for board members each month, pictures of programs, etc. to advertise for new members.

c. Update Community Services Committee on Projects/Efforts

The suggestion box held a suggestion to create a "spread kindness" effort. Additional ideas for product drives were discussed. All of the Joy Tree tags were taken and will ask for board assistance with this program in the future.

d. Update Program Committee on Program Attendance & New Programs

New ideas for 2025 were discussed to assist with potential rebranding efforts. The evening Knitwit group will be a Center program in 2025.

7. Director's Report

a. Updates

Veteran's Day recap – it was a highly attended event with great catering from Glenn's. The Holiday Party will take place December 17 also with Glenn's

catering. Next year we will only have one ticket and will cancel all other activities that day. The generator will now not be installed until spring. The PA system is currently being installed and will be finished up soon. New bathroom partitions are being ordered and will be installed in the spring, along with new ADA bars. A new building supervisor has been hired and will be trained soon. In 2025 the Park & Rec office will have closed office days every 2nd Tuesday of the month. There may be potential to separate out the Senior Center on social media pages though will discuss more. Updated Center policies for 2025 will be available at the end of the month. Facility use agreements were recently sent out for consistent/ongoing building users.

8. Adjournment

Next meeting is scheduled for Tuesday, February 18, 2024 at 9:00 am. Jammie Belstner motioned to adjourn. Betty Jimenez seconded. Motion carried.