

**Watertown Senior Center
Advisory Board Minutes
May 14, 2024 (special)**

1. Call to Order

The Senior Center Advisory Board met in person on May 14, 2024, at 9:00 am. The meeting was called to order by Kerry Kneser. Present: Beth Beckett, Betty Jimenez, Cathie Wallen, Kerry Kneser, Mara O'Brien, and Jolene Lucas. Not present was: Kathleen Gillingham. Also present was Andrea Draeger.

2. Review and Approve Minutes

Kerry Kneser motioned to approve the Senior Center Advisory Board meeting minutes from February 20, 2024. Beth Beckett seconded. Motion carried.

Betty Jimenez motioned to approve the Senior Center Advisory Board meeting minutes from April 16, 2024. Cathie Wallen seconded. Motion carried.

3. Review and Approve the Monthly Financial Report

Cathie Wallen motioned to approve the January financial report. Beth Beckett seconded. Motion carried.

4. Citizens to be Heard

None.

5. Business

a. Review and approve: Senior Center Advisory Board By-Laws

Kerry Kneser motioned to approve the updated Senior Center Advisory Board By-Laws as written. Beth Beckett seconded. Motion carried.

b. Review and approve: policies governing the use of the senior and community center

Discussion occurred to ensure any damages resulting from the renters' use of alcohol would be addressed and it was recommended that we review the alcohol policy again to ensure everything is stated as proper process. It was also discussed the approved policies will be available at our upcoming annual meeting, in the new member welcome folder, and with the member renewal letter this year. Jolene Lucas motioned to approve the policies governing the use of the center. Beth Beckett seconded. Motion carried by a 5-1 vote.

6. Chairperson's Committee Report

a. Update Fundraising Committee on Current Efforts

An update was given regarding the Pizza Ranch cause of the month and round up cards sales – allowing the center to raise almost the entire catering bill for the volunteer recognition event. An update was also given for the Green Bay Packer grant with the intended use for center artwork. It was determined, right now, that there will not be an August bake sale unless more volunteers are available.

b. Update Membership Committee on Current Memberships and Renewals

No update was given at this time.

c. Update Community Services Committee on Projects/Efforts

No update was given at this time.

d. Update Program Committee on Program Attendance & New Programs

No update was given at this time.

7. Director's Report

a. Updates

The Senior Care Fair was successful with almost 40 vendors and about 75 people in attendance. Improvements will be made for the next fair next year.

8. Adjournment

Next meeting is scheduled for Tuesday, June 18, 2024 at 9:00 am. Kerry Kneser motioned to adjourn. Betty Jimenez seconded. Motion carried.