



SENIOR CENTER ADVISORY BOARD MEETING AGENDA

TUESDAY, JUNE 17, 2025 AT 9:00 AM

514 S. FIRST ST, WATERTOWN, WI 53094

1. CALL TO ORDER

2. REVIEW AND APPROVAL OF MINUTES

A. Review and approve: senior center advisory board minutes from April 15, 2025

3. REVIEW AND APPROVAL OF FINANCIAL REPORTS

A. Review and approve: financial reports

4. CITIZENS TO BE HEARD

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

5. BUSINESS

A. Review and take action: board committee positions

B. Review and take possible action: rummage sale

6. CHAIRPERSON COMMITTEE REPORTS

7. DIRECTOR'S REPORT

8. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

**Watertown Senior Center
Advisory Board Minutes
April 15, 2025**

1. Call to Order

The Senior Center Advisory Board met in person on April 15, 2025, at 9:00 am. The meeting was called to order by director Andrea Draeger. Present: Betty Jimenez, Cathie Wallen, Kathleen Gillingham, Dawn Justman, Peggy Brown, Mara O'Brien. Not present: Jammie Belstner.

2. Review and Approve the February Minutes

Peggy Brown motioned to approve the February 18, 2025 minutes as written. Dawn Justman seconded. Motion carried.

3. Review and Approve the Monthly Financial Report

Mara O'Brien motioned to approve the February financial report as written. Dawn Justman seconded. Motion carried.

4. Citizens to be Heard

There were none.

5. Business

A. Review and take action: cable subscription

The Senior Center currently holds a Charter Spectrum cable subscription, totaling roughly \$2,300 per year, with the city's budget cost-sharing roughly \$500 of that total. Previous advisory board discussions have concluded that the subscription is rarely utilized and should consider cancelling. Another type of over-the-air or streaming service may be considered. Cathie Wallen motioned to approve discontinuation of the cable subscription. Betty Jimenez seconded. Motion carried.

B. Review and take action: membership donation allocation

The Riverview – Platinum Communities provided a sponsorship of \$500 towards Senior Center memberships. The goal for this sponsorship request was to provide membership scholarships in order to attract and engage new members. Peggy Brown motioned to approve the membership donation be utilized: half towards membership scholarships and half towards membership certificates for new residents. Betty Jimenez seconded. Motion carried.

6. Chairperson's Committee Report

Board election results were discussed and will be selected and voted on at the June meeting.

a. Update Fundraising Committee on Current Efforts

The popcorn machine has been fundraised and a new effort may be selected for the 50/50 and other raffles. The new dartball board and items are being purchased. The patio furniture is being ordered; only \$800 is left to be fundraised. It was suggested the group participates in the Piggly Wiggly round up effort. The annual rummage sale was discussed and will be voted on at the June meeting regarding continuation of this fundraiser.

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. We will work to revamp the newsletter and add bios for board members each month, pictures of programs, etc. to advertise for new members. A tabling opportunity is available with the farmer's market once a month; a schedule for volunteers will be created. Quarterly birthday parties will begin in May; The Marquardt will be sponsoring for 2025.

c. Update Community Services Committee on Projects/Efforts

A city-wide park clean-up is happening Friday, April 25 in celebration of Earth Day and Arbor Day; all may participate. There is a Parks and Opens Spaces Plan open house tomorrow evening to provide input. The 3rd annual Senior Care Fair will be held on May 14. Cathie, Betty, and Kathleen have agreed to volunteer and host our table. A volunteer list will be created in order to contact folks when needed for events, fundraisers, etc.

d. Update Program Committee on Program Attendance & New Programs

A new class with the ADRC of Jefferson County will be held in August – Stepping On. There is potential for online classes through Senior Planet. Pictures were taken of recent events and we will work to include in future newsletters.

7. Director's Report

a. Updates

The Spring Fling Volunteer Program and Annual Members Meeting will be held on April 23, with Pizza Ranch catering. We are considering a patio grand opening party to be held in the summer for the community.

The front door of the building is currently fixed, though we are gathering quotes for replacement in the future. The generator has been installed and will be tested soon.

8. Adjournment

Next meeting is scheduled for Tuesday, June 17, 2025 at 9:00 am. Mara O'Brien motioned to adjourn. Cathie Wallen seconded. Motion carried.

Non-Taxable Revenue	January	February	March	April	May	June	2025 YTD Revenue
Donations	1,207.86	228.45	368.15	53.83	138.72	1.35	1,998.36
Memorials					50.00	280.00	330.00
Green Bay Packer Foundation Grant							0.00
Popcorn/Beverage Donations	15.75	102.36	105.98	983.55	173.75	46.50	1,427.89
Trip Commissions							0.00
WI Lottery Pull Tabs	194.00	275.50	220.50	241.50	306.00	52.50	1,290.00
Bake Sale							0.00
Book Sale							0.00
Soup Sale	461.00						461.00
Rummage Sale Donations							0.00
Kwik Trip Gas/Scrip Cards	410.00	320.00	480.00	950.00	195.00	225.00	2,580.00
Care Fair Donations		50.00	350.00	500.00	350.00	50.00	1,300.00
Holiday Party/Vet							0.00
Raffles			285.50	229.00	310.00	73.50	898.00
Taxi Voucher Repayment (Jeff Cty ADRC)		45.00	51.00		60.00		156.00
Event/Bday Party Revenue				138.00	9.50		147.50
Patio Fundraising	5,000.00		500.00	200.00			5,700.00
Senior Membership Donation			500.00				500.00
Total Non-Taxable	7,288.61	1,021.31	2,861.13	3,295.88	1,592.97	728.85	16,788.75
							\$ 16,788.75
Taxable Revenue	January	February	March	April	May	June	YTD Revenue
Equip Rental							0.00
Greeting Cards	46.94	59.72	65.41	68.26	93.83	53.00	387.16
Misc Rev	4.74						4.74
Total Taxable Revenue	51.68	59.72	65.41	68.26	93.83	53.00	391.90
							\$ 391.90
Expenses	January	February	March	April	May	June	YTD Expenses
Lottery/Raffle License		241.50	169.00	15.00			425.50
Movies & License/Netflix	877.81		18.98	18.98			915.77
Watertown Daily Times							0.00
Spectrum Cable Channels	148.63	148.15	152.00	159.87	159.87		768.52
Fundraising:							0.00
Snack Shop Supplies/coffee/popcorn	139.86		56.91	1,654.62			1,851.39
Bake sale supplies							0.00
Soup Bowls/crackers							0.00
Rummage Sale							0.00
Decorations/candy	35.10						35.10
Office supplies/cards	584.00						584.00
Scrip Cards - RaiseRight/Kwik Trip	690.00	450.00	570.00	1,197.00		548.00	3,455.00
Program Supplies:							0.00
Card/wii/game supplies				502.48			502.48
Bingo Expenses							0.00
Promotional Items/giveaways				231.93			231.93
Joy Tree Gifts							0.00
Plates, napkins, plastic wear							0.00
Birthday Meals	85.00	110.50	102.00				297.50
Taxi Vouchers	195.00	149.00	198.00	144.00			686.00
Program Refreshments			21.10	52.70	60.48	11.57	145.85
Entertainment							0.00
Events:							0.00
Other event meals/supplies							0.00
Vets Day Event/Paver							0.00
Holiday Party							0.00
Total Expenses	2,755.40	1,099.15	1,287.99	3,976.58	220.35	559.57	9,899.04
							\$ 9,899.04

Ending Monthly Balance	34,563.34	34,545.22	36,183.77	35,571.33	37,037.78	37,260.06	37,260.06
Monthly Net Income	4,584.89	-18.12	1,638.55	-612.44	1,466.45	222.28	7,281.61

2024 Earmarked for patio = 1,487.00

2025 Membership Report					
Memberships	Base >2023	Inactive	2025 Paid	2025 New	2024 Unpaid
January	763	3	564	30	186
February	768	4	599	16	169
March	772	2	607	3	168
April	781	2	619	8	162
May	793	1	631	12	162
June					
July					
August					
September					
October					
November					
December					
Total		12		69	

2024 Membership Report					
Memberships	Base >2022	Inactive	2024 Paid	Section 3, Item A.	
January	688	2			73
February	726	1	606	40	120
March					
April					
May	754	1	647	25	107
June					
July	767	5	663	13	100
August	774	6	675	7	99
September	789	0	692	15	97
October	797	0	701	8	96
November	801	0	705	4	96
December	813	3	728	7	88
Total		18		119	

Membership Statistics						
	Total Member- ship	Men	Women	New Members	Avg Age	Deceased
2024	813	222	591	119	77	12
2023	758	205	553	126	77	31
2022	645	177	468	136	77	21
2021	680	195	485	62	77	30
2020	613	169	444	47	77	12
2019	694	184	510	103	76	21
2018	694	192	502	97	75	28
2017	698	202	496	134	74	21
2016	661	191	471	103	75	23
2015	658	190	468	130		11
2014	609	180	427	91		15
2013	598	167	431	101		24
2012	605	173	432	70		20
2011	636	179	457	109		7
2010	670	189	481	144		
2009	619			91		

Greeting Card Sales										
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
January	49	59	111	46	0	70	45	137	65	92
February	63	113	57	56	2	91	96	178	135	181
March	69	63	106	58	0	32	62	150	154	177
April	72	122	63	108	11	0	136	118	120	163
May	85	70	106	75	5	0	71	147	145	117
June	53	178	90	90	28	1	108	166	119	157
July		76	70	88	49	0	78	106	100	85
August		63	60	50	80	3	65	115	150	104
September		107	74	95	58	2	74	77	127	106
October		97	93	83	36	2	90	75	106	115
November		57	90	70	85	11	95	119	170	98
December		100	138	140		0	121	128	219	99
Total		1,105	1,058	959	354	212	1,041	1,516	1,610	1,494
Avg/Mth		92	88	80	32	18	87	126	134	125