

SENIOR CENTER ADVISORY BOARD MEETING AGENDA

TUESDAY, OCTOBER 15, 2024 AT 9:00 AM

514 S. FIRST ST, WATERTOWN, WI 53094

1. CALL TO ORDER

2. REVIEW AND APPROVAL OF MINUTES

A. Minutes from August 20, 2024

3. REVIEW AND APPROVAL OF FINANCIAL REPORTS

A. Review and take action: August 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: appointment of new board members
- B. Review and take possible action: 2025 membership fees
- C. Review and take possible action: December 2024 meeting date
- D. Review and take possible action: 2025 holiday bingo dates

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 mdunneisen@watertownwi.gov, phone 920-262-4006

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 August 20, 2024

1. Call to Order

The Senior Center Advisory Board met in person on August 20, 2024, at 9:00 am. The meeting was called to order by director Andrea Draeger. Present: Betty Jimenez, Cathie Wallen, Kathleen Gillingham, Jolene Lucas, and Mara O'Brien. Also present was Andrea Draeger.

2. Review and Approve the June Minutes

Betty Jimenez motioned to approve the June 18, 2024 minutes as written. Cathie Wallen seconded. Motion carried.

3. Review and Approve the Monthly Financial Report

Kathleen Gillingham motioned to approve the June financial report as written. Cathie Wallen seconded. Motion carried.

4. Citizens to be Heard

There were none.

5. Business

a. Review and take action: appoint new board members

Dawn Justman was appointed to the Senior Center advisory board. Mara O'Brien motioned to approve the appointment. Kathleen Gillingham seconded. Motion carried.

b. Review and take action: appoint committee chairpersons

The following chairpersons were appointed as follows:

- Chairperson/President Cathie Wallen
- Vice Chairperson/president Betty Jimenez
- Fundraising Committee Betty Jimenez and Dawn Justman
- Program Committee vacant
- Membership Committee Kathleen Gillingham
- Community Services Cathie Wallen and Mara O'Brien

Meetings will be scheduled with each committee before the next advisory board meeting. Jolene Lucas motioned to approve the appointments. Kathleen Gillingham seconded. Motion carried.

6. Chairperson's Committee Report

a. Update Fundraising Committee on Current Efforts

The annual rummage sale was discussed along with volunteer needs, hours of donations, hours of the sale, etc. Coffee and donuts will be for sale as well this year. The next bake sale will be at the November election.

b. Update Membership Committee on Current Memberships and Renewals

A new member packet has been finished and are available at the reception desk. Regular meet and greets will also be scheduled.

c. Update Community Services Committee on Projects/Efforts

The suggestion box held a suggestion to create a "spread kindness" effort. Cathie will follow up with ideas.

d. Update Program Committee on Program Attendance & New Programs Senior Citizen Day is tomorrow with donations from Marco's Pizza. Los Per

Senior Citizen Day is tomorrow with donations from Marco's Pizza, Los Perez Supermarket, and Farm & Fleet. The speaker and announcement system will be replaced in the future; in the meantime we will use a portable speaker for programming. New programs/presentations will include brain health, tech series, potential for computer literacy, exploitation and scams, etc.

7. Director's Report

a. Updates

We have old bingo cards which will need a new home.

8. Adjournment

Next meeting is scheduled for Tuesday, October 15, 2024 at 9:00 am. Jolene Lucas motioned to adjourn. Cathie Wallen seconded. Motion carried.

2024 Fundraising Account Expense 24-58-11-07 Revenue 24-48-12-07

Beginning Balance	26,428.00										
										2024	Section 3, Item A
Non-Taxable Revenue	January	February	March	April	May	June	July	August	September	YTD Revenue	
Donations	179.90	89.82	348.57	345.00	799.83	82.75	155.61	1,454.57	17.36	3,479.91	
Memorials	20.00	20.00						20.00		60.00	
Green Bay Packer Foundation Grant										0.00	
Popcorn/Beverage Donations	21.25	18.24	26.65	62.70	10.00	30.14	14.13	20.66	5.50	210.27	
Trip Commissions										0.00	
WI Lottery Pull Tabs	100.00	186.00	240.50	-268.00	165.50	151.50	177.00	275.50	236.50	1,071.50	
Bake Sale				538.36						538.36	
Book Sale										0.00	
Soup Sale	449.80									449.80	
Rummage Sale Donations									1,956.90	1,956.90	
Kwik Trip Gas Cards	-410.00	100.00	220.00	180.00	140.00	80.00	20.00	180.00	160.00	· ·	
Care Fair Donations	120.00	50.00	50.00	200.00	-155.14	55.55	20.00	100.00	200.00	144.86	
Holiday Party/Vet		30.00	30.00	200.00	155.14					0.00	
Total Non-Taxable	360.95	464.06	885.72	1,058.06	960.19	344.39	366.74	1,950.73	2,376.26		8,781.60
Total Non-Taxable	300.55	404.00	883.72	1,038.00	500.15	344.33	300.74	1,550.75	2,370.20	3,731.00	0,701.00
Taxable Revenue	January	February	March	April	May	June	July	August	September	YTD Revenue	
Equip Rental	Junuary	1 cordary	maren	April.	inay	June	July	August	September	0.00	
Greeting Cards	55.93	107.11	87.51	116.11	-173.90	207.58	166.09	59.72	101.42	749.37	
Misc Rev	33.33	46.44	07.51	110.11	173.50	207.50	100.05	33.72	101.42	46.44	
Total Taxable Revenue	55.93	153.55	87.51	116.11	-173.90	207.58	166.09	59.72	101.42	795.81 \$	795.81
Total Taxable Revenue	33.33	133.33	87.51	110.11	-173.50	207.58	100.05	33.72	101.42	755.81	755.61
Expenses	January	February	March	April	May	June	July	August	September	YTD Expenses	
Lottery License	, , , , , , , , , , , , , , , , , , ,				,		· · · · · · · · · · · · · · · · · · ·	111001111		0.00	
Movies & License/Netflix	825.24	16.34	16.34	16.34	16.34	16.34	16.34	16.34	16.34	955.96	
Watertown Daily Times	020.2	10.01	20.0 .	295.20	20.0 .	20.0 .	20.0 .	20.0 .	20.0 .	295.20	
Spectrum Cable Channels	135.22	135.22	135.48	148.63	148.63	148.63	148.63	148.63	148.63	1,297.70	
Fundraising:	133.22	133.22	133.10	110.03	110.03	1-10.03	110.03	110.03	110.03	0.00	
Snack Shop Supplies/coffee/popcorn		51.86		191.35	18.73	366.60	109.90		4.80		
Bake sale supplies		34.09		14.76	10.75	300.00	103.50		4.00	48.85	
Soup Bowls/crackers	63.09	34.03		14.70						63.09	
Rummage Sale	03.03								35.20	35.20	
Decorations/candy		104.85	15.09	26.83		12.95		128.17	29.76		
Office supplies/cards		104.85	6.80	20.83		12.55	412.95	120.17	25.70	419.75	
Program Supplies:			0.80				412.55			0.00	
Card/wii/game supplies		84.92		30.30				400.00		515.22	
Bingo Expenses		04.52		30.30	405.00			400.00		405.00	
Promotional Items/giveaways		120.53	+		403.00	+				120.53	
Joy Tree Gifts		120.53	+			+				0.00	
Plates, napkins, plastic wear			31.59			+				31.59	
Birthday Meals	210.35	90.15	31.39			+				300.50	
Taxi Vouchers	54.00	108.00	90.00	96.00	99.00	123.00	117.00	129.00		816.00	
Program Refreshments	54.00	108.00	90.00	90.00	99.00	123.00	117.00	129.00		0.00	
Š			+	125.00		+		100.00		225.00	
Entertainment Events:			+	125.00		+		100.00		0.00	
Events: Other event meals/supplies	20.00	112.52	+		024 20	+		00.04			
Other event meals/supplies	28.99	113.53	+		831.30	+		90.94		1,064.76	
Vets Day Event/Paver			+			+				0.00	
Holiday Party Total Expenses	1,316.89	859.49	295.30	944.41	1,519.00	667.52	804.82	1,013.08	234.73	7,655.24 \$	7,655.24
i otal expenses	1,310.89	033.43	255.50	744.41	1,315.00	007.52	004.02	1,013.08	234.73	7,055.24 \$	7,033.24
Ending Monthly Balance	25,527.99	25,286.11	25,964.04	26,193.80	25,461.09	25,345.54	25,073.55	26,070.92	28,313.87	28,350.17	
Monthly Net Income	-900.01	-241.88	677.93	229.76	-732.71	-115.55	-271.99	997.37	2,242.95	1,922.17	

2024 Membership Report									
	Base		2024	2024	2023				
Memberships	>2022	Inactive	Paid	New	Unpaid				
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									
December									
Total		15		108					

		Section 3, Item A.		
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Membership Statistics									
	Total Member- ship	Men	Women	New Members	Avg Age	Deceased			
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										
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
January	59	111	46	0	70	45	137	65	92	124
February	113	57	56	2	91	96	178	135	181	173
March	63	106	58	0	32	62	150	154	177	229
April	122	63	108	11	0	136	118	120	163	185
May	70	106	75	5	0	71	147	145	117	196
June	178	90	90	28	1	108	166	119	157	158
July	76	70	88	49	0	78	106	100	85	148
August	63	60	50	80	3	65	115	150	104	142
September	107	74	95	58	2	74	77	127	106	138
October	23	93	83	36	2	90	75	106	115	140
November		90	70	85	11	95	119	170	98	99
December		138	140		0	121	128	219	99	134
Total		1,058	959	354	212	1,041	1,516	1,610	1,494	1,866
Avg/Mth		88	80	32	18	87	126	134	125	156