



SENIOR CENTER ADVISORY BOARD MEETING AGENDA
TUESDAY, JUNE 16, 2026 AT 9:00 AM
514 S. FIRST ST, WATERTOWN, WI 53094

1. CALL TO ORDER

2. REVIEW AND APPROVAL OF MINUTES

A. Senior Center Advisory Board meeting from April 21, 2026

3. REVIEW AND APPROVAL OF FINANCIAL REPORTS

A. April and May 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: Elect board chair positions

6. CHAIRPERSON COMMITTEE REPORTS

A. Updates from fundraising committee: Cookout details, raffle proceeds

B. Update from community services committee: Upcoming drives/services

C. Updates from membership committee: Database migration, open houses

D. Updates from program committee: Ear wax removal, upcoming presentations, pop-up webinars

7. DIRECTOR'S REPORT

A. Update on building projects: Generator fence, front door, elevator

B. Update on community events/enrichment

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

SENIOR CENTER ADVISORY BOARD

Tuesday, April 21, 2026

9:00 a.m.

The Senior Center Advisory Board met on the above date and time. The following members were present: Betty Jimenez, Dawn Justman, Peggy Brown, Lynn Fredrick, and John Wanke. Also present: Andrea Draeger.

1. Call to Order

The meeting was called to order at 9:07 AM.

2. Review and approve minutes dated February 17, 2026

John Wanke moved to approve the minutes as presented, seconded by Peggy Brown, and carried by unanimous voice vote.

3. Review and Approval of Monthly Financial Report

Betty Jimenez moved to approve the January financial reports as presented, seconded by Dawn Justman, and carried by unanimous voice vote. Discussion included reviewing the current price point for candy bars and a question regarding the lack of birthday party revenue reflected for February.

4. Citizens to be Heard

No citizens spoke.

5. Chairperson Committee Reports

A. Fundraising Committee Update

The committee reviewed the 2026 fundraising and event list, as well as upcoming fundraising efforts. Discussion included future 50/50 raffles and how proceeds may be allocated. The Brat Fry fundraiser is currently scheduled for June 19, though the possibility of moving it to June 26 was discussed. If changed, the correction will be included in the next newsletter. Additional discussion centered on potentially using July 50/50 proceeds to support the 5th Thursday Bingo event and using June 50/50 proceeds for burgers and supplies for the brat fry.

The committee also discussed approval and placement for an additional refrigerator and the possibility of utilizing Johnsonville brats for the fundraiser. Birthday party sponsorships and fundraising were also addressed, noting that sponsors for the year have already been requested. The possibility of requesting a round-up fundraiser through Piggly Wiggly was discussed as well.

B. Membership Committee Update

The committee discussed exploring a new sign-in system utilizing recreation software paired with barcode fobs or tags. The possibility of fundraising purchasing the tags was discussed. Additional conversation included offering membership coupons through the Chamber for new members and advertising scholarship information and available assistance funds for 2026.

The Board also discussed hosting an Open House and reviewing membership structures in 2026, including the possibility of prorated memberships or memberships purchased after October rolling into the following year. This topic will be added to the June agenda. Plans were also discussed to calculate the overall value of memberships, including both direct and indirect costs, to help evaluate membership fees and assist in marketing efforts.

C. Community Services Committee Update

Discussion focused on additional community drives and service opportunities. Ideas included organizing donation drives benefiting assisted living facilities, schools, and the Humane Society, potentially paired with volunteer delivery opportunities and tours.

John agreed to follow up regarding potential drives supporting the Humane Society, local schools, and stuffed animal donations for the Police Department.

D. Program Committee Update

The committee discussed ways to better highlight programs, including featuring programs on the hallway board and in the newsletter. A plan may be developed to highlight one program each month.

Additional discussion included the need for signage for Bingo identifying daily callers and clearly outlining Bingo rules, including information regarding donations for popcorn, soda, and snack sales. Peggy will assist in gathering Bingo-related information.

The possibility of hosting a Senior Prom was discussed, with Peggy volunteering to assist in planning while staff assists with scheduling and promotion. Peggy may assist as a co-program leader to assist with some programs.

The committee also discussed eliminating free candy once the current supply is depleted. Newsletter language will be developed to communicate the change, while promoting candy available for purchase through the Mini Market.

6. Director's Report

Andrea Draeger provided updates for building projects regarding the elevator, front door updates, and upcoming community events, such as family nights and day trips.

7. Adjournment

Peggy Brown moved to adjourn at 11:00 a.m., seconded by John Wanke, and carried by unanimous voice vote.

Next meeting date: Tuesday, June 16, 2026.

Respectfully submitted,
Andrea Draeger
Senior Center, Enrichment, and Office Manager

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

2026 Fundraising Account

Expense 24-58-11-07 Revenue 24-48-12-07

Beginning Balance 37,750.40

Section 3, Item A.

Non-Taxable Revenue	January	February	March	April	May	June	2025 YTD Revenue
Donations	107.45	45.25	523.25	42.21	438.50	2.50	1,159.16
Memorials							0.00
Popcorn Donations	29.84	24.34	33.37	39.25	29.89		156.69
Beverage Sales/Concessions	240.40	157.75	249.75	173.00	240.50	5.00	1,066.40
Trip Commissions							0.00
WI Lottery Pull Tabs	358.50	121.50	118.00	82.00	235.50		915.50
Bake Sale	261.00						261.00
Soup Sale	501.00						501.00
Kwik Trip Gas/Scrip Cards	155.00	240.00	120.00	385.00	575.00	125.00	1,600.00
Care Fair Donations			975.00	175.00	125.00		1,275.00
Raffles	254.50	235.50	313.00	203.00	298.00		1,304.00
Taxi Voucher Donation							0.00
Taxi Voucher Repayment (Jeff Cty ADRC)	147.00	150.00	210.00	447.00			954.00
Event Tickets				10.00	32.00		42.00
Bday Party Revenue							0.00
Brat Fry							0.00
Veteran's Day Meal Donation		35.25					35.25
Veteran's Day Event Sponsorship			1,700.00				1,700.00
Generations of Joy	50.00						50.00
Bingo Machine Donation	1,300.00						1,300.00
Refrigerator Donation					326.00	326.00	652.00
Senior Membership Donation							0.00
Total Non-Taxable	3,404.69	1,009.59	4,242.37	1,556.46	2,300.39	458.50	12,972.00

- 50/50 RAFFLES
- Jan bingo machine
 - Feb programming supp
 - March flower pots/flowe
 - April annual flowers/pli
 - May cook out supplies
 - June cook out supplies
 - July bingo treats & sup
 - Aug
 - Sept
 - Oct
 - Nov

Taxable Revenue	January	February	March	April	May	June	YTD Revenue
Equip Rental	30.00						30.00
Greeting Cards	58.00	108.00	118.00	78.00	85.00	14.00	461.00
Misc Rev							0.00
Total Taxable Revenue	88.00	108.00	118.00	78.00	85.00	14.00	491.00

Expenses	January	February	March	April	May	June	YTD Expenses
Lottery/payouts		111.00	139.00	-9.00	-1.00		240.00
Raffle	50.00						50.00
Movies & License/Netflix	1,064.68	17.99	17.99	17.99	19.99		1,138.64
Watertown Daily Times							0.00
Fundraising:							0.00
Snack Shop Supplies/coffee/popcorn			220.40				220.40
Concessions (chips, candy bars, etc)	84.07		78.55	36.90	103.51		303.03
Soda/water Purchases	105.96	50.60	37.95	66.40	106.08		366.99
Bake sale supplies							0.00
Soup Sale	113.43						113.43
Brat Fry							0.00
Greeting Cards							0.00
Decorations							0.00
Flowers/plants					144.19		144.19
Refrigerator					975.97		975.97
Office supplies					61.99		61.99
TV mount	109.24						109.24
Scrip Cards - RaiseRight/Kwik Trip	231.10			1,085.40		1,084.50	2,401.00
Program Supplies:							0.00
Card/wii/game supplies							0.00
Bingo Expenses		1,364.40					1,364.40
Promotional Items/giveaways							0.00
Taxi Vouchers	225.00	273.00	633.00	270.00			1,401.00
Program Refreshments							0.00
Photo Processing					3.37		3.37
Pool Table		4.99					4.99
Events:							0.00
Care Fair					172.18		172.18
Seasonal Parties							0.00
Senior Citizen Day							0.00
Birthday Event Supplies		224.67			49.45		274.12
Vets Day Event/Paver			150.00				150.00
Holiday Party							400.00
Total Expenses	1,983.48	2,046.65	1,276.89	1,467.69	1,635.73	1,084.50	9,894.94

Ending Monthly Balance	39,259.61	38,330.55	41,414.03	41,580.80	42,330.46	41,718.46	41,318.46
Monthly Net Income	1,509.21	-929.06	3,083.48	166.77	749.66	-612.00	3,568.06