



**SENIOR CENTER ADVISORY BOARD MEETING AGENDA**

**TUESDAY, AUGUST 19, 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 take action: Senior Center Advisory Board minutes from June 17, 2025

**3. REVIEW AND APPROVAL OF FINANCIAL REPORTS**

A. Review and take action: Monthly 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**

**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](mailto: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  
June 17, 2025**

**1. Call to Order**

The Senior Center Advisory Board met in person on June 17, 2025, at 9:00 am. The meeting was called to order by director Andrea Draeger. Present: Betty Jimenez, Dawn Justman, Peggy Brown, John Wanke, Lynn Fredrick, Not present: Mara O'Brien and Jammie Belstner.

**2. Review and Approve the April Minutes**

Peggy Brown motioned to approve the April 15, 2025 minutes as written. Dawn Justman seconded. Motion carried.

**3. Review and Approve the Monthly Financial Report**

John Wanke motioned to approve the April financial report as written. Betty Jimenez seconded. Motion carried.

**4. Citizens to be Heard**

There were none.

**5. Business**

**A. Review and take action: board committee positions**

The Senior Center Advisory Board committee positions were nominated and elected as follows:

President & Fundraising Co-Chair – Betty Jimenez  
Vice President & Fundraising Co-Chair – Dawn Justman  
Membership Chair – Lynn Fredrick  
Programming Chair – Peggy Brown  
Community Services Chair – John Wanke

Dawn Justman motioned to approve all committee nominations and elections. Peggy Brown seconded. Motion carried.

**B. Review and take possible action: rummage sale**

Discussion occurred regarding the amount of days and hours spent on rummage sale preparation, sales, and clean up as well as the undesirable state of some of the items donated. It was agreed that the fundraising committee would research additional avenues for fundraising which may require less time and effort than a rummage sale. Betty Jimenez motioned to approve the discontinuation of the annual rummage sale in 2025. John Wanke seconded. Motion carried.

**6. Chairperson's Committee Report**

**a. Update Fundraising Committee on Current Efforts**

The Generations of Joy sponsorship opportunity was discussing – local businesses will have the opportunity to decorate a tree and room at the center for a fee. As a sponsor, they will be able to table in their room during an open house event in December, as well as have a sign with their name and logo in the room for the duration of the event.

The general sponsorship letter has been updated and can be utilized to share with local businesses opportunities to sponsor or donate to the Center. For July, we will ask for small plates, plastic forks, and will donate 50/50 raffle funds towards coffee and popcorn supplies. The group also asked for a list of building needs for which could be fundraised. This Saturday we are in need of volunteers to table at Piggly Wiggly to conclude the round-up fundraiser happening this week. It was reminded that future Senior Center events will have paid tickets, except for Veteran's and all for the volunteer event and annual meeting.

An art contract is currently being reviewed by the city attorney in order to showcase local artists and potentially sell art as a fundraiser.

**b. Update Membership Committee on Current Memberships and Renewals**

The last meet and greet was only attended by one person. More opportunities will be available when open houses are planned with events. Quarterly birthday parties will continue in August with the same format; The Marquardt will be sponsoring for 2025. It was reminded that membership coupons are available at the Chamber of Commerce for new members; there are also funds available for scholarships for memberships, which needs to be advertised.

The Volunteer Awards and Annual Member Meeting occurred on April 23 with a large attendance.

**c. Update Community Services Committee on Projects/Efforts**

The 3<sup>rd</sup> annual Senior Care Fair was held on May 14 and saw over 50 vendors and about 75 participants. Next year more advertising will need to occur.

**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. Pictures were taken of recent events and we will work to include in future newsletters.

National Senior Citizen Day will be celebrated on August 20 with a pizza and ice cream party and entertainment. A potential patio party and furniture dedication may be planned for September.

**7. Director's Report**

**a. Updates**

An updated board member list will be sent out. We are continuing to review antennae and other options in place of cable. The old popcorn machine will need to be sold on the Wisconsin surplus site. It was decided the board would take over reviewing comments in the suggestion box. In August it was agreed to highlight the new board members in the newsletter.

**8. Adjournment**

Next meeting is scheduled for Tuesday, August 19, 2025 at 9:00 am. Dawn Justman motioned to adjourn. John Wanke seconded. Motion carried.

Non-Taxable Revenue	January	February	March	April	May	June	July	2025 YTD Revenue
Donations	1,207.86	228.45	368.15	53.83	138.72	73.25		2,072.52
Memorials					50.00	180.00		230.00
Green Bay Packer Foundation Grant								0.00
Popcorn/Beverage Donations	15.75	102.36	105.98	983.55	173.75	149.00	114.35	1,710.52
Trip Commissions								0.00
WI Lottery Pull Tabs	194.00	275.50	220.50	241.50	306.00	76.50	175.00	1,468.00
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	435.00	190.00	3,380.00
Care Fair Donations		50.00	350.00	500.00	350.00	50.00		1,300.00
Raffles			285.50	229.00	310.00	238.00	233.50	1,397.50
Self Defense Bob						550.00	200.00	750.00
Silent Auction						66.00	-26.00	40.00
Taxi Voucher Donation						1,200.00		1,200.00
Taxi Voucher Repayment (Jeff Cty ADRC)	54.00	45.00	51.00		60.00	120.00	105.00	435.00
Event Tickets/Bday Party Revenue				138.00	9.50		98.00	392.50
Patio Fundraising	5,000.00		500.00	200.00				5,700.00
Senior Membership Donation			500.00					500.00
Total Non-Taxable	7,342.61	1,021.31	2,861.13	3,295.88	1,592.97	3,137.75	1,089.85	21,037.04

2024 Earmarked for patio = 1,487.00

\$ 21,037.04

Taxable Revenue	January	February	March	April	May	June	July	YTD Revenue
Equip Rental								5.00
Greeting Cards	49.00	63.00	69.00	72.00	85.00	100.00	69.00	561.00
Misc Rev								0.00
Total Taxable Revenue	49.00	63.00	69.00	72.00	85.00	100.00	69.00	566.00

\$ 566.00

Expenses	January	February	March	April	May	June	July	YTD Expenses
Lottery		232.01	169.00					401.01
Raffle		9.49		15.00			45.99	70.48
Movies & License/Netflix	877.81		18.98	18.98	18.98	18.98	18.98	972.71
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		371.68		2,269.45
Bake sale supplies								0.00
Soup Bowls/crackers								0.00
Greeting Cards								0.00
Rummage Sale								0.00
Decorations/candy	35.10						88.39	123.49
Patio Furniture						3,330.00		3,330.00
Office supplies	584.00					87.53		671.53
Scrip Cards - RaiseRight/Kwik Trip	690.00	450.00	570.00	1,197.00		1,023.00		3,930.00
Program Supplies:								0.00
Card/wii/game supplies				502.48		15.75		518.23
Self Defense class							382.95	382.95
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	210.00	219.00	231.00	1,346.00
Program Refreshments			21.10	52.70	60.48	85.36		219.64
Entertainment							375.00	375.00
Events:								0.00
Other event meals/supplies								11.97
Vets Day Event/Paver								0.00
Holiday Party								0.00
Total Expenses	2,755.40	1,099.15	1,287.99	3,976.58	449.33	5,151.30	1,142.31	15,920.41

\$ 15,920.41

Ending Monthly Balance	34,614.66	34,599.82	36,241.96	35,633.26	36,861.90	34,948.35	34,964.89	35,661.08
Monthly Net Income	4,636.21	-14.84	1,642.14	-608.70	1,228.64	-1,913.55	16.54	5,682.63

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	804	2	646	11	161
August	807	1	650	4	157
September					
October					
November					
December					
Total		15		84	

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	100	178	90	90	28	1	108	166	119	157
July	69	76	70	88	49	0	78	106	100	85
August	54	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