

**SENIOR CITIZEN'S OVERSIGHT COMMITTEE
MINUTES OF MEETING HELD JANUARY 21, 2010**

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The Senior Citizen's Oversight Committee met in regular session on January 21, 2010 at the Germantown Senior Citizens Center. The meeting was called to order by Ben DeGroat at 4:03 p.m.

MEMBERS PRESENT:

The following members were present: Ron Fox and Ben DeGroat.

MEMBERS ABSENT:

Lynn Koogle was absent.

ALSO PRESENT:

Also present were Margaret Phelps, Executive Director; Annie Sizemore, Village Manager; Kelli Novak, Clerk of Council and five visitors.

ORGANIZATION:

Mr. Fox moved to appoint Lynn Koogle as Chairperson and Ben DeGroat as Vice Chairperson, second by Ben DeGroat.

VOICE VOTE ON MOTION. ALL IN FAVOR. MOTION CARRIED.

Mr. Fox moved to keep the meeting date as quarterly, second by Mr. DeGroat.

VOICE VOTE ON MOTION. ALL IN FAVOR. MOTION CARRIED.

Meetings will be held March 4th, July 1st and October 7th.

APPROVAL OF MINUTES:

Mr. Fox moved to approve the October 15, 2009 minutes, second by Mr. DeGroat.

VOICE VOTE ON MOTION. ALL IN FAVOR. MOTION CARRIED.

VISITOR'S COMMENTS:

None.

DIRECTOR'S REPORT:

Margaret Phelps gave the Director's Report. She went over the 2010 Budget. The balance of the 2009 budget was received from the Township.

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She went on by saying the Senior Center has put in place a Participation Policy. This new policy will be given to all new members and put in the Senior Moments to make the current members aware of the policy. She had a problem with one of the members being nasty to other members during an activity. After speaking with Mrs. Sizemore they decided to implement the Participation Policy.

Margaret Phelps stated the insurance company made a visit to the Senior Center and suggested putting up signs/maps that would give directions to the nearest exit in case of an emergency. This action plan also informs members what to do in case of a tornado.

She went on by saying that she was having more problems with Jani King Cleaning Service, and that she has been looking for a new cleaning company. She spoke with Karen McGhee with The Woman's Touch, and she has proposed \$550.00 a month. Karen McGhee will supply on the cleaning products in that cost and the Senior Center will supply the trash bags, soap, and toilet paper. She plans on sending Jana King a letter letting them know that the Senior Center will no longer use their services.

Margaret Phelps stated that the floors in the Senior Center need to have a professional wax applied to them soon, and she will be looking for someone to take care of that.

Mrs. McClain questioned who had applied the wax to the floor in the past, Margaret Phelps replied that she had a company awhile ago, but they did not do a good job.

Margaret Phelps stated that Karen McGhee would do a month-to-month contract, which would be nice so the Senior Center is not tied to a year long contract. She stated that Karen McGhee has cleaned the Dupps Company and the Township Building for many years, and she has not heard of any complaints.

Mrs. Sizemore questioned if Karen McGhee is bonded, Margaret replied yes.

Ben DeGroat stated that Karen McGhee does a nice job cleaning the Township Building and would recommend the Senior Center consider using her.

Mr. DeGroat moved to allow Margaret Phelps to enter into a contract with a professional cleaning service, second by Mr. Fox.

VOICE VOTE ON MOTION. ALL IN FAVOR. MOTION CARRIED.

Mr. McClain questioned if the Oversight Committee needed to vote on the policy procedures and the emergency plan.

Mr. DeGroat moved adopt the participation policy and the emergency plan for the Senior Center, second by Mr. Fox.

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VOICE VOTE ON MOTION. ALL IN FAVOR. MOTION CARRIED.

Margaret Phelps stated that the membership enrollment has grown; there were 6 or 7 new members already this month. This year they will be having a lot of different activities such as in April they will host the volunteer luncheon. May is National Senior Month and they will host a dinner for all the members.

She went on by saying that the Senior Center is a asset to Germantown, they provide activities, informational speakers, and services to many of the seniors in Germantown. The Center has a large volunteer base and has a lot of very talented people who volunteer their time.

Margaret Phelps stated that GSAC has proposed to purchase a LED message sign for the Senior Center. At this time she is meeting with contractors and gathering information.

Mr. McClain stated that he was the membership chairman for GSAC for over 10 years and there are 400 members. They have noticed it is very difficult to advertise to the residents and let them know what activities are going on at the Senior Center. The Germantown Press is not what it used to be.

He went on by saying they had met with Kap Signs and they have proposed a 16" x 6' sign or 28" x 6' sign that cost \$15,000. Both of these signs would have a simple frame with a five-year warranty. The lettering could either be red with a black background or amber with a black background. They would need to relocate the existing sign so the new one would be midway between Cherry Street and Center Street.

He also shared pictures of LED message signs with the Senior Oversight Committee.

Mr. McClain stated that GSAC would meet in May and would decide if they would like to go ahead with the LED message sign.

Margaret Phelps stated that at this time they are just gathering information and that one of the companies is willing to bring a demo sign out to see if they like it.

Mr. McClain presented an electrical plan for the committee to look at. The electric would be able to run from one of the existing light post in the parking lot. He spoke with Dave Phelps and he is estimating that the electric would cost \$400-\$500.

Margaret Phelps stated that the cost of the electric could be covered by the Senior Center.

Mrs. McClain asked if the Senior Oversight Committee would be able to approve the Senior Center to go forward with the LED message sign.

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Ben DeGroat stated he would like the zoning and the laws looked at prior to approving the LED message sign. He stated that he thinks the sign would be a good idea and he does not have any problems with the sign.

Mr. Fox stated that he thinks the sign would be a good idea and it would pay for itself in the long run. This would make citizens aware of what activities are going on in the Senior Center.

Mr. McClain thanked everyone for his or her support with the sign and will continue to get information.

VILLAGE MANAGER'S REPORT:

None.

OVERSIGHT COMMITTEE MEMBER'S REPORTS:

Mr. Fox stated he would like to see the demo sign when it gets here.

Mr. Fox questioned if the Law Director had drawn up an agreement with the yoga instructor and if that had been taken care of, Margaret Phelps replied yes.

Mrs. Sizemore stated Karon Epperson had signed a contract and there was an agreement for the residents to sign.

OLD BUSINESS:

None.

NEW BUSINESS:

Mr. Fox moved to excuse Mr. Koogler, second by Mr. DeGroat.

VOICE VOTE ON MOTION. ALL IN FAVOR. MOTION CARRIED.

ADJOURNMENT:

There being no further business to conduct, Mr. DeGroat motioned to adjourn the meeting.

VOICE VOTE ON MOTION. ALL IN FAVOR. MOTION CARRIED.

The meeting adjourned at 4:50 a.m.

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Respectfully Submitted,

Kelli R. Sanders-Novak
Clerk of Council