



C/CAB MEETING MINUTES

DATE: December 11, 2015

Location: Milwaukie Center

Members Present: Siri Bernard, Virginia Seitz, Kristin Messing, Kim Buchholz, and Bill Bersie.

Members Absent: Joel Bergman, Ben Horner-Johnson, Louise Fisher, and Teena Hall.

Staff Present: Marty Hanley, Kathi Schroeder, and Rose Hunt.

Guests: John Spalenski and Jerry Hitchcock

Call to Order: Siri Bernard called the meeting to order at 9:38 a.m.

Approval of Minutes: Kim Buchholz moved and Virginia Seitz seconded the motion to approve the minutes of the November 13, 2015 meeting. APPROVED, unanimously.

Correspondence: None

Board Announcements:

- Lori Southwick, US Postal Service Customer Relations, discussed a new community program running from December 1 – 18. Members of the US Postal service are visiting various community centers and providing assistance with mailing and shipping packages to friends and family members. This program was developed to simplify the shipping process for the general public, while focusing on seniors and handicapped individuals. They will provide their services at the Center again on Tuesday, December 15, 2015, from 9 a.m. to 1 p.m.
- Two potential board members attended the meeting and introduced themselves to the board. John Spalenski lives in Happy Valley and is a retired banker. Jerry Hitchcock lives in Milwaukie and has retired from Tri-Met.

Nutrition Update: Kathi Schroeder stated that an average of 220 hot meals are prepared daily by the Nutrition Program. In the month of November they served a total of 5,016 meals, which included Meals on Wheels, frozen meals, and lunches served at the Center.

The bread donations abruptly ended with the recent closure of the Milwaukie Haggen's market and this has greatly impacted the program's revenue. Inquiries at the local Safeway were futile since Safeway has a waiting list for bread donations.

It's not clear whether or not the Haggen's in Happy Valley is still open for business so, Kristin Messing volunteered to ask Haggen's in Happy Valley about the possibility of donating bread to the Nutrition Program.

Managing the large volunteer base and fundraising are the greatest challenges for the Nutrition program. The requirements for a Meals on Wheels driver are: minimum age of 18, a valid driver's license, and confirmation of insurance.

Capital Improvement Update: Marty continues to work with the decorator on selecting the furniture for the lobby and hallways. The furniture estimate is \$15,000 - \$20,000 and the counter has already been selected. A minimum of three bids is required and staff is currently pursuing those.

Kim Buchholz stated that in the construction market the designers and vendors are all flooded with large projects and it could become very time consuming obtaining bids.

Committee Reports:

Nutrition/Transportation/Social Services Committee: The next scheduled meeting is on Tuesday, December 15, at 1:30 p.m.

Recreation and Program Committee: Teena Hall was unable to attend the meeting, but she phoned in this report: Kandi Ho, Aquatic Park Supervisor, attended the meeting and discussed the criteria for offering a new class. This discussion was geared toward giving the committee a better understanding of the process and the many steps entailed.

Facility Committee: Next meeting on January 6, 2016, at 11:00 a.m.

District Advisory Board: Bill Bersie reported that the reappointments for both he and Virginia Seitz have been approved and the next step is approval by the County Commissioners.

Gary Barth distributed a memo he received from the City of Happy Valley listing unresolved issues. Gary requested that board members prioritize the issues for discussion next month.

Aging Services Advisory Council: No meeting until next month.

Friends of the Milwaukie Center: Ben Horner-Johnson not in attendance.

Adjourned at 10:58 a.m.