



## C/CAB MEETING MINUTES

**DATE:** October 11<sup>th</sup>, 2019

**Location:** Milwaukie Center

**Time:** 9:30 a.m.

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**C/CAB PRESENT:** Chair Siri Bernard, Joel Bergman, Kim Buchholz, Julie Donohue, Paul Ellison, Ben Horner-Johnson, Virginia Seitz, and Marilyn Shrum.

**Excused:**

**STAFF:** Marty Hanley and Rachelle Bonsi.

**GUESTS:** Junia Stephens, Erica Thygesen

**Call to Order-** The Center/Community Advisory Board (C/CAB) was called to order at 9:32 a.m. by Chair, Siri Bernard.

**Approval of Minutes from August 9th, 2019** – Chair, Siri Bernard asked for a motion to approve the meeting minutes from September 13<sup>th</sup>, 2019. \*Paul Ellison requested that the last paragraph be changed to say all composed C/CAB correspondence be reviewed by more than one member. Joel Bergman made the first motion and Kim Buchholz second the motion. All were in favor and the minutes were approved with the noted edit.

Marty reported that guest attendee, Erica Thygesen, had applied through the open solicitation to be a board member. Additionally, Siri and Joel have re-applied as their terms are expiring. Marty asked that Erica introduce herself and share her background with the board.

Guest attendee, Erica Thygesen introduced herself, stating that she has applied as a candidate for the C/CAB board. She works for Central City Concern as a Manager in Social Work, Addictions, and Gerontology. Erica is a clinical social worker, masters level addiction counselor and a graduate level gerontologist. Erica is interested in the services and operations of the Milwaukie Center. She would like to provide her expertise and would be happy to contribute as a committee member to help with best practices available to support older adults so that they remain engaged in the community.

- Kim Buchholz made the motion to approve the applications of Erica Thygesen, Joel Bergman, and Siri Bernard. Julie Donohue second the motion and the motion was approved unanimously, with no nay sayers.

DAB update – Joel Bergman reported the District Advisory Board is discussing a revision of the DAB bylaws. The revisions would reflect the board duties, population/district area representation with members being elected proportionately within the district. These revisions are noted being items the board seeks as a way to improve communication within and to the district members. The DAB members will need to determine how to accommodate for the board hiatus. The DAB's focus for the next meeting will be to address the process of adding or changing member representative descriptions and term extensions.

**Milwaukie Center name change:**

Marty addressed the DAB with the name change within the September 11<sup>th</sup> meeting. The DAB was receptive to the name change (Milwaukie Community Center). Scott Archer, North Clackamas Parks and Recreation District Director explained the renaming process and actions necessary including the approval of the City of Milwaukie. A letter requesting the name change has been sent to the City of Milwaukie.

## **STANDING COMMITTEES:**

**Nutrition/Transportation/Social Services Committee** – no report.

**Recreation and Program Committee** – The Milwaukie Center is having a Halloween celebration at the Milwaukie Center on October 31<sup>st</sup> from 11:30 -1:00 p.m.; the Center will be celebrating with crafts, games, and treats.

The Thanksgiving Dinner will be held November 24, 2019 from 4:00 – 6:00 p.m. Presale tickets are \$9, Prices at the door are \$10, kids (12 & under) \$5. The event is sponsored by Bob’s Red Mill.

Winter Celebration will be on December 7<sup>th</sup>- the event will be from 9:30 a.m. to noon.

Marilyn Shrum inquired as to why the Milwaukie Center trips are so much more (costly) than other centers in the area. Marty replied that some of the neighboring centers are fee based and/or memberships are required. The Milwaukie Center is not a membership but; however, cost are determined by the district and district tax rate payers pay an in-district rate and those whom reside outside the district pay a non-resident rate.

**Facility and Rentals Committee** – John Evans is working on the parking lot lighting, and replacing the ramp to the gazebo, out back by the vegetable gardens. John is also building a cabinet for storing the fabric that is donated to the quilt show. Ben reported that the wood splitter has been repaired, lights and chairs in the pool room have been updated and an additional phone line has been added so that AARP/Tax Aide will have a dedicated line they can utilize during the tax season. The kitchen freezer door needs to be updated, possibly replacing the entire seal. The main door to the South Wing (removable post) is incomplete/ongoing. The front sliding door is waiting on a part to be fabricated to complete its repair. The kitchen ceiling leak has been repaired. The next meeting is scheduled for January 8<sup>th</sup>, 2020.

## **AD HOC COMMITTEES:**

**Aging Services Advisory Council** – Virginia asked Marty to inquire with the social service staff if there is the possibility to hold an additional Brain Games class each month, this would mean the class would be offered twice monthly.

**Friends of the Milwaukie Center** – Junia reported Clackamas County has requested that the Friends of the Milwaukie Center drop “County” from the event Clackamas County on Tap & Uncorked, thus the 2020 event will be Clackamas on Tap and Uncorked. The upcoming events are the Fabric Sale October 18<sup>th</sup> & 19<sup>th</sup> from 9 – 3, the Mah Jongg Tournament October 25<sup>th</sup>, the Housing Fair November 7<sup>th</sup> from 10:00 a.m. – noon, and the annual Spaghetti Dinner, January, 25, 2020 – billed as the 30<sup>th</sup> Annual Italian Night, in partnership with Clackamas Rotary.

**Refresh Newsletter** – Marty reported that the mock up is in the works- to be coming sometime in January, 2020.

**CENTER Report** – Marty reported that the Fill a Stocking program will be taking donations here at the Milwaukie Center. October is the start of Energy Assistance and staff will assist with completion of patron applications for LIEAP (Low Income Energy Assistance Program). Firewood donations also start in October.

Kim Buchholz, Paul Ellison and Julie Donohue leave at 10:35 a.m.

\*Paul Ellison stated that he would like to ensure that all board members review correspondence prior to sending or submittal to ensure that the board collectively drafts and approves the correspondence.

Adjournment 10:52 a.m.

**Next Meeting:** The next C/CAB meeting is scheduled for Friday, November 08, 2019, at 9:30 a.m.