

**DeForest Area Joint Community Center Commission
DeForest Area Community and Senior Center
505 N. Main Street, DeForest, WI 53532**

**Regular Commission Meeting Minutes
October 9, 2018
4:00 p.m.**

1. Call to Order

The meeting was called to order by President Jason Kramar.

2. Roll Call

Present:

President Jason Kramar

Vice President Bruce Stravinski

Treasurer Connie Tenjum

Commissioners: Marian Drake; Adam Hanek; Jim Johnston; Robert Pulvermacher; Steve Ruessegger; Louise Valdovinos

Also present:

Ex-Officio Officer Barb Cooper

Note Taker Cheryl Ksobiech

3. Pledge of Allegiance

The Pledge of Allegiance was led by Louise Valdovinos.

4. Announcements

A thank you letter was signed for Myra Josephson for her time on the Commission. The commission welcomed new commissioners, Louise Valdovinos and Adam Hanek. Louise is a resident of DeForest and has worked for the DeForest Area Public Library for 34 years. Adam Hanek has lived in DeForest for three years and wants to gain experience and become involved in the community.

5. Appearances before the Commission

6. Consent Agenda

a. Approval of the September 11, 2018 Meeting Minutes

b. Bills/Invoices

Treasurer Connie Tenjum moved to approve the September 11, 2018 minutes with noted correction and the Bills/Invoices as presented. Commissioner Robert Pulvermacher seconded the motion and the motion passed unanimously.

7. Financial

a. Financial Reports

The Commission reviewed and discussed the financial reports. It was noted that Cost Share has reached its goal. Designated donations have increased due in part to a donation to purchase a new Nu Step bike for the Fitness Room.

b. Fund Transfer(s)

Commissioner Jim Johnston moved to approve the Ahern proposal and a fund transfer from the LGIP account #3 to pay for the Ahern alarm upgrade. Vice President Bruce Stravinski seconded the motion and the motion passed unanimously.

c. Budget Amendment(s)

None

Treasurer Connie Tenjum moved to approve the financial reports and budget amendments as presented. Commissioner Marian Drake seconded the motion and the motion passed unanimously.

8. Old Business

None

9. New Business

a. Alarm upgrade

The Commission reviewed and discussed the proposal from JF Ahern Company. There has been an increase in alarm calls in the past year and it was recommended we change to cellular rather than analogue for the monitoring system. A motion was passed to approve the proposal under 7b. Fund Transfers.

b. Flooring replacement

Barb Cooper reported on whether to order flooring in 2018 and make a down payment to lock in the price quote from Canales. The Commission discussed and decided to continue with the plan for 2019. No action taken.

c. Kitchen electrical work

The new electric range will be paid for by Dane County. There were costs related to the change, including capping the gas line, and removing fire suppression equipment. A portion of the money will come from the Nutrition budget and the rest from the Facility Maintenance budget. No action taken.

d. Appointments to DeForest Half Century Club, Inc.

Adam Hanek is joining the Commission as the appointed DeForest Representative. Louise Valdovinos is taking the At Large position.

Vice President Bruce Stravinski moved to appoint both new Commission members to the DeForest Half Century Club, Inc. Commissioner Jim Johnston seconded the motion and the motion passed unanimously.

10. Reports

a. President's Report- Jefferson Square is needing repairs to their driveways/roads. There is question as to where the responsibility lies, either with the Village or the housing authority. Both parties are working on resolution.

b. Executive Director's Report

- Building updates:
 - NAMI will provide a quote for a shield to prevent water entering through a damper.
 - Phone/Internet update –There have been issues with phones in September. Have worked with Baycom and ITP to address.
 - Alarm – met with our Ahern representative on September 17 to discuss alarm options.
 - Electrical work is needed to the switch from a gas to electric range. Art's Electric provided a quote for \$1,775.
 - Service call to Zeigler Plumbing made on October 4.
- Funding
 - Received \$3,936.21 from Edward Jones from a donor, who indicated this could be used towards the flooring project.
 - A \$4,289 donation was received to purchase a second NuStep recumbent.
 - Dane County is providing \$1,113 to fund Memory Café supplies in 2018.
 - 2019 Dane County budget includes a 3.5% cost of living adjustment and additional case management funding.
 - Leck grant for Cooking For One class was very successful.
 - The United Way meeting on September 27 focused on the 2020-21 proposal process.
 - Papa Murphy's fundraiser will take place on Mondays in December.
- Program/staff updates:
 - Case Management- comprehensive medication review with United Way will be November 9.
 - Nutrition – DeForest Family Restaurant received an Ace Award at the WASC conference.
 - Volunteer Coordinator will retire effective October 31. The position was posted on September 17. Anita Brown-Huber will begin on November 5.
 - Seasons of Caring – 5 volunteers from CUNA worked on landscaping on September 21.
 - Programs – 40 people attended the Greta Garbo performance on September 25
 - A Veteran's Day concert will be held at the Center on Sunday, November 11, hosted by DeForest Public Library and American Legion.
- Barb Cooper will be out of the office on October 12.

c. Committee Reports

None

11. Communication

a. Municipalities

- Vienna – There are culverts being replaced in Vienna and Dane County has announced some rezoning in the area as well.
- Windsor – WindsorFest was successful. A Summit Credit Union will be going in at Windsor Crossing. Also, there may be a senior housing development and a restaurant.
- DeForest – Fleet Farm opened. There is an upcoming meeting with the DOT to discuss the River Road interchange. More businesses are showing interest in the area. The community sports park is beginning work.

12. Any Other Business That Lawfully Comes Before the Commission

None

13. Meeting Dates/Agenda Items

- a. The next meeting date is Tuesday, November 13, 2018 at 4:00 p.m.

14. Adjournment

Commissioner Marian Drake moved to adjourn the meeting. Commissioner Adam Hanek seconded the motion and the motion passed unanimously.