

VILLAGE OF MCFARLAND
Senior Outreach Services Committee Minutes

Wednesday, April 26, 2023 - 8:30 AM

1. CALL TO ORDER, ROLL CALL.

Carolyn Clow called the meeting of the Village of McFarland Senior Outreach Services Committee to order at 8:32 am in Conference Room A of the McFarland Municipal Center.

Members present: Carolyn Clow, Colleen McCormick, Jerry Adrian, Mike Flaherty, Diane Mikelbank, Lowell Prill

Members not present: Barb VanderWerff

Staff present: Matt Schuenke, Lori Andersen, Dawn Wallace

2. PUBLIC APPEARANCES.

There were no public appearances.

- a. *This is an opportunity for members of the public to address the Senior Outreach Services Committee. Members of the public who wish to address the Committee should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to senior.outreach@mcfarland.wi.us to be included as part of the meeting.*

3. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the February 15 , 2023 meeting.*
Motion by Carolyn Clow, second by Mike Flaherty, to approve the minutes of the February 15, 2023 meeting. Motion carries 4 - 0 - 1 by acclamation, with one abstaining.

4. BUSINESS.

- a. *Update on meal vendors*
A Request for Proposal has gone out for a new caterer(s). Vendors can bid on each site separately (Cambridge and McFarland could have different vendors). Bids are due this week. Lori Andersen noted that Consolidated Food Service has filled in temporarily as the caterer for all sites. Changes to the service are that all items are received in bulk (which has necessitated more volunteer help) and they will not provide larger number of meals for programs as they have in the past. Donated money from patrons is applied and the Endowment Committee may also be willing to donate funds for this purpose.
- b. *Dane County budget discussions for 2024*
Lori Andersen noted that she is creating a spreadsheet in order to be able to compare budget numbers of all the focal points.
- c. *Program updates*
Lori Andersen provided a brief overview of the response to a recent fire which displaced tenants of 70 apartments in a Monona senior apartment complex.

Senior Outreach staff went through all of the loan closet equipment in storage and donated items that we cannot loan out (in need of repair, etc.) to the UW Medical Project for reuse. The Lions Club donated new equipment and there is money in the budget to buy additional updated equipment. All items will be labeled going forward and an asset management system put in place to track all items.

Attendance is growing at programs and events. Upcoming scheduled events include a movie day, Lunch & Learn, volunteer appreciation, root beer floats and the annual picnic to be held at Brandt Park in September.

d. Community Center planning update

Matt Schuenke provided an update on the Community Center master plan. All campus plan documents can be found on the Village of McFarland website. Option 1 is one story, and Option 2 is a two story version.

The current schedule is: Plan Acceptance: May 2023; Design Process: October 2023-September 2024; Bidding: September 2024-November 2024; Construction: 2025; Occupancy: 2026. Committee members noted some concerns with the layout including the location of the Senior Center, where the home delivered meals can be pick up, the location of the kitchen, etc. Lori and Matt are discussing alternate ideas.

5. SCHEDULE NEXT MEETING DATE.

The next meeting will be held Wednesday, June 21, 2023 at 8:30 a.m.

6. ADJOURNMENT.

Motion by member Michael Flaherty, second by Member Diane Mikelbank, to adjourn at 9:50 am.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,
Dawn Wallace
Nutrition Manager