

VILLAGE OF MCFARLAND
Senior Outreach Services Committee Minutes

Wednesday, October 25, 2023 - 8:30 AM

1. CALL TO ORDER, ROLL CALL.

Village President Carolyn Clow called the meeting of the McFarland Senior Outreach Services Committee to order at 8:30 am in Conference Room A of the McFarland Municipal Center.

Members present: Carolyn Clow, Diane Mikelbank, Colleen McCormick, Lowell Prill, Jerry Adrian, Barb Vander Werff

Members not present: Michael Flaherty

Staff Present: Matt Schuenke, 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.

Motion by Carolyn Clow, second by Colleen McCormick, to approve the April 26, 2023 meeting minutes as presented. Motion carries 5 - 0 - 0 by acclamation.

Motion by Carolyn Clow, second by Lowell Prill, to approve the August 16, 2023 meeting minutes as presented. Motion carries 5 - 0 - 0 by acclamation.

- a. *Motion to approve the minutes of the April 26, 2023 meeting.*
- b. *Motion to approve the minutes of the August 16, 2023 meeting.*

4. BUSINESS.

a. *Director Report*

The Senior Outreach Services July-September Quarterly Report was included in the Agenda packet for review by the group. Dawn Wallace provided an update on the meal program catering by Atlantis Valley Foods (which began on September 1st). The food has been very well received with some people calling with positive comments about the meals. The case managers are currently quite busy with Medicare Part D consultations.

b. *Update on Community Center project*

Matt Schuenke provided an update on the Community Center project. A two story renovation has been approved by the Village Board. Next steps include choosing a project manager and then a vote for an architectural RFP. The general timeline is 1) architectural plans over the next year and then the project will go out for construction

bids, 2) construction to start in 2025 and 3) occupancy in 2026. Matt noted that the building will need to be completely vacated during construction. Some departments may move to the Public Safety Building while Senior Outreach and the meal program may need to partner with a local business with a kitchen.

Matt has asked staff to identify needs in relation to how the newly vacant space in the current building will be utilized in the interim.

c. Budget update/ process

Matt Schuenke gave a general update on the 2024 budget and noted that there will be no big expenditures for Senior Outreach until after construction of the new building.

5. SCHEDULE NEXT MEETING DATE.

The next meeting will be held Wednesday, December 20, 2023 at 8:30 a.m.

6. ADJOURNMENT.

Motion by Jerry Adrian, second by Colleen McCormic, to adjourn at 8:47 a.m.

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
McFarland Senior Outreach