

VILLAGE OF MCFARLAND

Senior Outreach Services Committee Minutes

Wednesday, July 16, 2025 - 8:30 AM

1. CALL TO ORDER, ROLL CALL.

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

Members present: Lowell J. Prill, Ken Boyd, Jerry Adrian, Colleen McCormick, Barb Vander Werff

Members not present: Diane Mikelbank

Staff Present: Katie Gletty-Syoen, Matt Schuencke, Brittney Lieb (partial), Dawn Wallace

2. PUBLIC APPEARANCES.

- 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.*

There were no public appearances.

3. APPROVAL OF MINUTES.

- Motion to approve the minutes of the May 21, 2025 meeting.*

Motion by Member Barb Vander Werff, second by Member Colleen McCormick, to approve the minutes of the May 21, 2025 meeting. Motion carries 5 - 0 - 0 by acclamation.

4. BUSINESS.

- Discussion and action regarding the formation of a McFarland Dementia-Friendly Community Group and request that the Village of McFarland government become the first community entity to pursue the certification of "Dementia-Friendly" by directing all municipal departments to engage in the required training and education.*

The formation of a "Dementia-Friendly" community in McFarland was discussed. The proposed plan is to start with the training of Village employees, then the Chamber of Commerce/business members, and then schools. Ellen Taylor, Dementia Specialist, of the Aging and Disability Resource Center would train Village staff through 45 minute - 1 hour trainings. Fifty percent of staff and all managers need to be trained to comply with the official guidelines. A separate 90 minute training is required for 1st responders which is more in depth. This must be an in-person training and multiple days and times would be offered to accommodate everyone.

Motion by Village Trustee Lowell J. Prill, second by Member Jerry Adrian, to approve forwarding this item on to the Village Board for discussion and action. Motion carries 5 - 0 - 0 by acclamation.

- b. Discuss the foundational values and purpose of senior centers and review information about accreditation standards from the National Institute of Senior Centers and Wisconsin Association of Senior Centers to clarify elements that define and differentiate senior centers from other public spaces.

Katie Gletty-Syoen led a discussion regarding the need for a senior center in the Village of McFarland. She provided several guides from different organizations pertaining to the demographics of the older population, definition of senior centers, how to start the process of becoming accredited, mission, purpose, strategic planning, etc. She will break these ideas down further at the next meeting of this committee. Today's discussion included topics such as how this would fit into the overall budget, space needs, etc. Matt Schuencke explained that the Village Board is currently working through goals and planning phases of work to take place over time.

- c. Discuss progress and preliminary reporting from research about and visits to other Dane County senior centers.

Katie Gletty-Syoen provided an update on her visits to area senior centers in comparable municipalities (completed are Deforest, Oregon, Stoughton, Fitchburg and Waunakee; to visit soon include Mt Horeb, SW Dane, and NW Dane). She has had discussions with the directors regarding their histories, past challenges, staffing, funding, square footage, activities, etc. After the visits are complete she will compile the information for comparison at the next meeting. She noted that it would be beneficial to members of this committee to tour some of these senior centers also (the most comparable being Waunakee and Fitchburg).

- d. Director will share upcoming programming and events.

Katie Gletty-Syoen reviewed all upcoming events, programs, exercise classes, etc. and encouraged committee members to attend them.

5. SCHEDULE NEXT MEETING DATE.

- a. Next meeting scheduled for September 17, 2025 at 8:30am. Discuss increasing frequency of SOS meetings to occur monthly.

This meeting may be held monthly going forward. It will be brought to the Village Board as an action item. If approved, meetings will be held in the Community Room, be recorded and virtual attendance will be an option for interested community members.

The next meeting will be held Wednesday, September 17, 2025 at 8:30am.

6. ADJOURNMENT.

Motion by Village Trustee Ken Boyd, second by Member Colleen McCormick, to adjourn at 10:02am.

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