

Community Services Advisory Board Meeting Minutes
Thursday February 9th, 2017
10:00am @ JVCC Board Room
300 West 1st

Call To Order: Kristi Bitterman called the February 9th, 2017 Community Services Advisory Board meeting to order at 10:00am.

Members Present: Kristi Bitterman, Lisha Vandersteen, Sharon Rehorst, Louise Metz, and Allan Olson

Members Absent: Sonya Moller, Whitney Bruinsma, & Mark Limberg

Ex-Officio Member Present: Bev Robinson

Staff Present: Jessica Pickett and Amy Hurt

Agenda: Motion by Sharon Rehorst, second by Allan Olson to approve the agenda as presented. All members present voting aye, motion carried.

Meeting Minutes: Motion by Allan Olson, second by Sharon Rehorst to approve the previous meeting minutes. All members present voting aye, motion carried.

Freezer Meals: We are still looking into getting a freezer so we can store the freezer meals before we order. A representative from Valley Services was going to look into donating us the money for a freezer for their products. For the 5 pack of meals, without milk, it would be \$3.23 per meal. We would then sell them for \$2.00 per meal to the participants. They could purchase two meals and get their meal ticket punched one time for two freezer meals. We would limit them to 9 meals per week, to be used in the evenings and the weekends.

Mayors Day: Mayors Day is Tuesday April 4th this year. Jessica asked Mayor Jerry Toomey if he would participate by serving meals at the JVCC Congregate meal site. It was also suggested to ask him if he would be interested in calling bingo that day.

RSVP Compliance Monitoring: Last meeting each member got a copy of the RSVP Compliance Monitoring Visit results to look over. We received a \$2,000 disallowance for the Criminal History Check, which we had 30 days to pay. The check has been mailed and all issues with the Criminal History Checks have been resolved.

Legislative Update: Jessica has been following the Senate and House Bills to watch for anything that may affect our programs. As of right now there is not any bill that would affect us. There may be a possibility that the cell phone bill, which is just for school busses, may affect Palace Transit if they include transits busses in the bill. Jessica will keep monitoring the bills as they come up.

Summer Bus Pass: Palace Transit will be offering the Summer Bus Pass again this year. The pass is \$40.00 for individuals and \$60.00 for families. The bus will be for unlimited rides to all Park & Rec and Library activities, during the summer.

JVCC Staffing: Lots of good applications came in for the part time JVCC Activity Coordinator position. Jessica & Sharon did interview last Friday. The job has been offered and we are just waiting for background checks to come back. More details will follow as soon as the background check is back.

JVCC Rentals Update: The City Attorney is still working on the contract for the JVCC to be able to rent to parties with alcohol present. Rentals have gone up lately, but with alcohol permitted it is expected that they will increase dramatically. We are partnering up with Big Daddy D's Catering and going to a couple of Bridal Shows in the next couple of months.

Endowment CD: The Endowment committee met with Letha Rowley to discuss the Endowment CD renewal. The Endowment Committee agreed to renew for another three years. The CD renewal is the committee's job to decide.

Department Reports and Updates:

Palace Transit: Jessica will be going to Transit Meetings coming up and will report on them at the next meeting.

RSVP: Copies were given out to the members of the RSVP Monthly Coordinators Report and the Total Enrolment and Hours report for January. We currently have 280 volunteers and 65 work stations.

Nutrition: The nutrition January report will be given out at the next meeting. We are still waiting for rosters from our out of town sites for January.

JVCC: The monthly Activities Coordinator's Report, the JVCC Activities Calendar, The Better Choices Better Health brochure, & the Senior Games brochure were given to all the members. It was suggested that we post a list of all the current JVCC members. That way people know if they are paid up or not. It was also brought up that those who are not a member should pay to attend the parties put on by JVCC. It was also addressed that when there is a speaker, we need

to make sure everyone is being respectful and not sitting there talking. Senior Games this year will be June 22nd-24th, and will be ran by Howard Bich. We will help out with the building and volunteers. Registration for the games is available at the JVCC and on the Park & Rec website.

Next Meeting Date: Thursday March 9th, 2017 at 10:00am

Adjournment: Kristi adjourned the meeting at 10:45am

Respectfully Submitted by:

Amy Hurt - Senior Services Coordinator / City of Mitchell Community Services Department