

**Milford Aging Services Commission**

**July 25, 2017**

**1:00pm**

Meeting called to order by Roy Cast..

Roy indicated that Open Meeting Act Requirements have been met.

Roll call: Ray Hostetler, Kathy Ruzicka, Susan Burkey, Elna Lambert, Vi Stutzman, Amy Salistean and Joyce Daake. Absent: Jeff Baker

Susan Burkey moved to accept the minutes of the June 28, 2017 meeting as published. Elna Lambert, second. All in favor. Motion carried.

**Manager's Report:** Amy Salistean reported:

June Activity--open 22 days

Total meals served (average of 16.25 day)	341
Transportation (number of trips)	68
Swimming (13.2 average per class)	133
Coffee	298
Exercise room patrons	102

Vi Stutzman--opens Monday - Wednesday, with volunteers on Thurs and Friday for 8:45 to 12:30. VI is pleased and pleasantly relieved that our numbers are up.

Kathy Ruzicka reported the our numbers are up on Fridays. She will be out of theoffice next Tuesday at a budget meeting. August 2, 2017 Foot Care Clinic sign-up sheet is available for sign-up. Kathy is working on a "Stepping On Class" beginning in September and an upcoming meeting of Seward County Sr. Center Managers.

Ray Hostetler moved that the managers reports be accepted as presented. Joyce Daake, second. All in favor--motion carried.

**Budget Report:**

Amy Salistean presented the budget, stating that revenue is on track. Kathy ruzicka informed us that USDA (Federal Revenue) is way behind with their payment of \$.70 paid per meal served.

Ray Hostetler moved to accept the budget report, Elna Lambert, second. All in

favor--motion carried.

**Unfinished business**--Discussion regarding purchase of a Cart for the Salad Bar to be tabled until next month.

**New Business--Manager's Position and Wage Recommendation** were discussed. A detailed list of job responsibilities for each position was provided for review. Ray Hostetler made the motion: We the Board recommend that the City Council hire Amy Salistean as the Sr. Center manager, working Monday - Friday 11:30 - 3:00 at the Sr Center with flexibility and communication with City Hall. Her beginning wage to be \$13.50 per hour. Susan Burkey, second. All in favor--motion carried.

Elna Lambert made the motion: We the Board recommend that the City Council advertise for the part-time position of **Kitchen/Diningroom Coordinator** for the hours of 8:30 - 1:00, Monday - Friday at \$11.00 per hour. Susan Burkey, second. All in favor--motion carried.

Organization and securing the manager's office was discussed. Elna Lambert moved that the Board request permission from the City Council to use donated funds for the organizing and securing of the manager's office. Susan Burkey, second. All in favor--motion carried.

Three food providers have been contacted regarding the contract for providing meals for the upcoming year. Susan Burkey moved that further discussion be tabled until the August meeting. Ray Hostetler, second. All in favor--motion carried.

Meeting adjourned 2:25 pm.

Respectfully submitted, Joyce Daake secretary