

Milford Aging Services Commission Special Meeting

May 27, 2017

5:00pm

Meeting called to order by Ray Hostetler.

Ray Hostetler indicated that Open Meeting Act Requirements have been met.

Roll call: Jeff Baker, Ray Hostetler, Kathy Ruzicka, Susan Burkey, Elna Lambert and Joyce Daake. Guests: Susan Trabert and Jeanie Hoggins

Ray Hostetler moved to accept the minutes of the May 17, 2017 meeting as published. Susan Burkey, second. All in favor. Motion carried.

Agenda Item: Vi Stutzman presented information on May services:

Total meals served (average of 15.5 per day)	310
Transportation service	67 trips
Health clinic	13 clients
Health & Education	138 clients
Nutrition education	24 clients
Coffee	285 clients

Agenda Item: Budget report accepted as presented. Jeff Baker thanked Vi Stutzman for her work as Interim Director.

New Business:

- a. Update on elevator: Jeff Baker will have Gary TeSelle look into the problem.
- b. Update on cart for the salad bar: Vi Stutzman will contact Mary Wilson who is checking with her contacts in restaurant equipment sales.
- c. Proposal for hiring a Sr. Center Manager and a Hostess/Food Service person.

Following discussion by board members, a representative from the City Office and a Sr Center member at large, the following motion was made by Joyce Daake.

The Milford Aging Services Commission recommends that the Milford City Council consider the creation of a full time employee position combining duties required at the City office and as Senior Center Manager.

The Milford Aging Services Commission will determine the responsibilities of a permanent Food Service person to work from 9-1 and will proceed with the direction of the City Council.

d. Discussion of food service contract that renews October 1, 2017.

Letters of invitation are to be sent out for bids. Once bids are returned, there will be further discussion.

Elna Lamber, second. All in favor. Motion carried. Jeff Baker will take this recommendation to the next City Council meeting.

Ray Hostetler moved that we adjourn. Meeting adjourned at 6:21.

Respectfully submitted,

Joyce Daake, secretary