

MILFORD AGING SERVICES COMMISSION  
REGULAR MEETING  
MARCH 15, 2005  
MINUTES

A duly noted and advertised meeting of the Milford Aging Services Commission of the City of Milford, Nebraska was held at the Milford Senior Center in the City of Milford, NE at 7:00 P.M., Tuesday, March 15, 2005. Notice of the meeting was published in the Milford Times.

Notice of the meeting was simultaneously given to the members of the Milford Aging Services Commission. Availability of the agenda was communicated in advance and in the notice to the members of the meeting. All proceedings hereinafter shown were taken while the meeting was open to the attendance of the public.

The meeting was called to order by Chairman, Lewis Miller.

ROLL CALL: Members present were: Lewis Miller, Warren Spellman, Vera Havener, Glenda Maury, Susan Trabert.

MINUTES: Minutes were read. A motion was made by Glenda Maury and seconded by Vera Havener to approve the minutes of the February 15, 2005 meeting. Motion carried.

FINANCIAL REPORT: Bev reported receiving \$2317.85 in LAAA money. Lewis noted that the rental income was down. Bev said that things should pick up in the summer months again. A discussion was held about money allowed in the budget for attendance at workshops and other training opportunities. The Board is encouraging Bev to make use of the money so she will have opportunities to learn of new things that could be done at our local Senior Center.

COMMUNICATIONS:

- Bev reported that the Elk program was very good.
- People also enjoyed the 5<sup>th</sup> & 6<sup>th</sup> graders who came and sang. They mingled and talked with those who were there.
- There were too many sick people to attend Seward's Potato Bake as planned. We went to Roth's instead and had a nice outing.
- Dale Hall will start driving all days except Friday.
- The center will be having a nutrition program in the near future.
- April 12<sup>th</sup> will be the Festival of Tables.
- Our next evening meal will be held next Thursday at NOON instead of the evening. Ann Hall will talk about favorite vacations and others in the group will be able to share about their favorites. Francis & Elinor will play Irish music.

NEW BUSINESS:

- The surplus tables will be sold at the Bee Auction.

- The Board voted to allow Lewis to dispose of the bookcase in the room that is now used for a private dining area. It would not be worth taking it apart to take it to the Bee Auction.
- Glenda Maury obtained a current job description for the Senior Center Director from Jeanne Hoggins at City Hall. It was completed in 1995. She suggested that the Board look at redoing it since it was 10 years old and many things have changed since then. The members of the Board thought that would be a good idea. A discussion was held about how we should go about doing this. It was decided any job duties have to carry out the purpose and mission of the Senior Center. Lewis Miller made a motion and Susan Trabert seconded for an agenda item for the next meeting that each member of the Board write up what they think the mission of the Board should be and then develop those thoughts into a mission statement. Once this is done then the Board will work on developing a job description based on the mission statement. Motion carried.
- Bev presented a letter from Kiwanis that asked the Board to join. This was table to the next meeting.

The next meeting is scheduled for April 19<sup>th</sup>, 2005 at 7:00 p.m.

ADJOURNMENT: A motion was made by Vera Havener and seconded by Susan Trabert to adjourn meeting. Motion carried.

Respectively Submitted  
Susan Trabert, Secretary