*Milford Senior Center Board Meeting Minutes* ***Amended November 18, 2026***

*October 21, 2026; Call to order 6:02 pm*

***Roll Call****: Kelli Keib, Joan West, Marian Eicher, Marianne Pasho*
*Absent: Mary Wiese, Manager Mystii Lauer, City Council Liaison Tony DeLong*

***Others in attendance****: Katy Pauley, Mike Moritz*

***Open Meeting Act Requirement****; Marianne Pasho reminded everyone this is noted in the binder.*

***Public Comments:*** *None*
*A copy of the minutes of last meeting and of the manager's report were given to Katy and Mike to read with us.*

***Minutes from September 16, 2026 meeting****:*
*Motion by Kelli Keib to approve minutes; Seconded by Marianne Pasho; Minutes approved.*

***Reports:***
***Manager's Report****:*
*Additions: Katy Pauley applied for a Thrivent grant for $250.00 to use for our fundraiser. We were blessed with the funds.*
*We still have no voicemail in spite of numerous contacts with kinetic.*
*Aging Partners has not received the $ from the state which has paused the grant process regarding our request to have $ to purchase a double oven. Will inform us when the grant money is available.*
*The recent bottle of Culligan water was not good. Culligan had Mystii drain that bottle and try the next one in line. It was fine. They came and replaced the bad one and drained and cleaned the cooler on 10/21/26.*
*Motion by Kelli Keib to approve the manager's report with the additions; Seconded by Marian Eicher. Manager's Report approved.*

***Financial/ Budget Reports****:*
*Motion by Kelli Keib to approve September financial and budget reports; Seconded by Marianne Pasho. Financial and budget reports approved.*

***October 21, 2026 Amended (continued)***

***New business**:*
***East Facing Window Replacement: Amended November 18, 2026***
*Estimate from Complete Carpentry has already been completed; therefore, the discussion is where funds for windows on east side of building would be budgeted from.*
*Motion by Mary Wiese to approve minutes with amendment to funding of the east windows as $748.00 from the Immanuel Vision Foundation Grant Money and the remaining amount $3,427.00 to be requested from the 24 account; Seconded by Joan West; Minutes approved with amendments.*

***Original Minutes:** Discussion regarding the replacement of windows on east side of the building because of additional rotting and window deterioration with all the rain. Kelli Keib made a motion to approve having Matt Koehler replace the windows if under $5,000.00 and only table the decision if the estimate exceeds $5,000.00 which will lead to a discussion at the next meeting;*
*Marianne Pasho seconded. Motion approved.*

***Old Business**:*
***Printer:** Discussion regarding the need for a printer: An update is needed as to the status of what has been done for getting a printer.*

***Potato Bake:** Discussion regarding keeping the evening time for the potato bake.*
*Kelli Keib will put a poll on the Milford Community Chat page regarding interest in day of week/evening or lunch time. Marianne Pasho will create a paper survey to distribute at senior center. Will continue discussion based on these surveys at the December meeting.*

***Next steps for daily procedures:** Marianne Pasho talked about the process we've been through for updating the documentation of daily routines/procedures that Mystii Lauer had developed. The next steps needed are to plan for assistance in the case of an unplanned absence of the manager. What questions/needs would we have and what questions would we need to have responded to by the city? For example: We know a member of the board could get a key from the city office. How would we know if there are any rentals scheduled? Etc.*
*The board decided to put thought into/come up with questions and email to the group and also to have the Routines/Procedures committee of Marianne Pasho, Joan West, and Joyce Daake meet again.*

***Meals for SCC Summer Break:** Discussion tabled to November meeting. **Amended:** No discussion held at this meeting.*

*6:44 pm Kelli Keib motioned to adjourn the meeting; Seconded by Joan west. Meeting adjourned by Marianne Pasho.*