**Hanover Township Senior Center**

**Veteran’s Hall**

**Meeting of the Senior Citizens’ Services Committee**

**Monday, January 11, 2021 – 1:00 PM**

• **Call to Order and Roll Call**

• Meeting was called to order by acting Chairperson Larry Bretz at 1:00 PM.

• Roll call was conducted by Tom Lathara, Secretary.

• Present: Carla Fruhauf, Larry Bretz, Naomi Walters-Lenoci, Walter Gramiak, Peggy Bucaro, Lynn Nelles, Tom Lathara.

• Present (Aging Services Team): Megan Conway, Jamie Zbrzezny, Linda Steininger, Diana Gomez.

• Public: James Barr (Hanover Township Administrator)

• Pledge of Allegiance

Acting chairperson Larry Bretz led the Pledge of Allegiance recitation.

• Public Comments:

None.

• Reports

• Chair Person’s Report

In the absence of Chairperson Naomi Walters-Lenoci, Larry Bretz presided over the meeting. He encouraged the committee members to speak up on the topics under discussion without hesitation.

• Treasurer’s Report

Treasurer Lynn Nelles presented a report for the period ending December 31, 2020, and ‘Profit & Loss Budget vs Actual’ from April 2020 through December 2020.

Lynn replayed members queries to their satisfaction during the short discussion.

A motion was moved to approve the treasurer’s report as presented by Peggy Bucaro and seconded by Carla Fruhauf.

All the members voted ‘Ayes.’ Motion carried.

• Trustee Liaison’s Report

In the absence of Trustee Liaison Craig Essick, Megan Conway informed that the finance committee will be meeting to discuss the department budget by the end of this month.

• Director’s Report

Director Megan Conway presented a two months’ report. She particularly thanked the committee and all the corporate sponsors for the generous support during the holiday programs.

• Social services staff met with clients virtually to assist with Part C & D of Annual Medicare enrollment, which ended on December 7, 2020.

• AgeOptions audit which was scheduled for March 2020 will now be scheduled for the last week January 2021. AgeOptions notified the Aging services that we will receive an additional $9,470 due to distributing meals that exceeded our initial projection.

• AARP Tax aide is scheduled to begin in the first week of February. The current plan is to offer the services two days a week at the Izaak Walton Center and Reserve in Elgin. The plan is to deliver the service in a safe manner for both providers and clients.

• Aging services will be co-sponsoring an event on March 6, 3 - 5 PM for the International Women's day with American Association of Retired Asians (AARA).

Director Megan Conway concluded her remarks wishing Naomi Walters-Lenoci

a speedy recovery after shoulder surgery and conveying deepest sympathies to

Lynn Nelles at the passing of her beloved husband Tom.

• Unfinished Business

• Vending Machine Payment Update

The vending machine service repair maintenance activities are now completed and payment made.

• Packzi Day Fundraiser

Director Conway updated the Committee on the Packzi Day Fundraiser plans and shared information submitted by Chairperson Lenoci-Walters. Orders may be submitted by February 2 and picked up on February 8. The Committee is asked to assist on February 8 with packaging and distribution. A sample flyer was shared and comments from Committee received. Director Conway will update form and share with communications channels.

• Holiday Party Recap

Program Manager Zbrzezny updated the Committee on the success of the holiday party. Thirty attendees enjoyed trivia, music entertainment and a special gift box; many people commented on the great event and shared positive feedback. Also, $40 was received for the raffle prizes. Committee requested additional information on the funds and expenses of the party. Staff will follow up with additional details for the meeting on February 8.

• New Business

• Regular Meeting Minutes of November 9, 2020

Acting Chairperson Larry Bretz presented the last meeting minutes for discussion and approval.

A motion was moved to approve the November 9, 2020 meeting minutes as published by Lynn Nelles and seconded by Carla Fruhauf. All the members voted ‘Ayes.’ Motion carried.

• Recognition of Outstanding Services for Staff

In recognition of the exceptional service rendered, Char Thomson, was presented with 'Outstanding Service Award.’ This included a laudatory citation and gift certificate. Acting Chairperson Larry Bretz complimented her commitment, dedication and customer focus in serving the community. Char, working at the front office, was appreciated for being the face and voice of the senior service center and her diligence in helping the community with timely information.

• Other Business

• Senior Services Committee and Hanover Township Staff

James Barr, Township Administrator, presented the proposal to incorporate Senior Citizens Services Committee funds under the umbrella of the Township finances. Senior Citizens Services Committee funds will be maintained as a separate fund and be reported along with the rest of the township finance reports. In response to members’ queries, Mr. Barr clarified the following:

If the proposal is accepted, Senior Citizens Services Committee expenses will be subjected to Township Board for approval and potential veto. This may technically result in a slight delay in payments.

To query on Senior Citizens Committee Funds being appropriated for other township purposes, he replied in the negative.

In response to another query, he replied that this process is not mandatory and may be revisited at a different time, if so desired. He further clarified that if the proposal is approved, reversing it, though technically possible, may be cumbersome.

Mr. Barr will be available at the next meeting to answer any questions or concerns.

• Budget Session

Prior to the regular meeting, a budget session was conducted to chalk out budget FY22 Budget workshop. Due to the COVID-19 pandemic, fundraising and other activities were several impacted. This is likely to continue for at least a major portion of the current year. Budget for FY22 was worked out taking these realities into consideration.

Committee suggested changing the “Burger King Fundraiser” revenue item to a more general “Restaurant Fundraiser” to include the newer “Café Crusin’” fundraisers. The Committee also suggested changing the “Comb Svcs” expense item to a general “Miscellaneous” as “Comb Svcs” is unclear and confusing. The Committee reviewed the staff’s asset requests for FY22 and questions answered by Director Conway.

There was no other business on the agenda to transact.

Meeting adjourned by 1:50 PM.

Next meeting is scheduled for Monday, February 8, 2021.

Respectfully Submitted,

**Thomas Lathara,**

**Secretary**

**Hanover Township Senior Citizen’s Services Committee**