

**Westport Center for Senior Activities  
Policy & Planning Board Minutes  
Monday, July 1, 2013**

Present: Susan Pfister, Howard Maynard, Paul Bieler, Sue Lebrija, Martha Aasen, John Weiss, Joan Bassett.

Excused: Richard Price, Stephen Colodny, Jack Klinge, Bob McGrath, Stan Groner, Annette Kirban.

The minutes of June 3, 2013 were approved (M. Aasen/J.Weiss).

**Update on Friends of the Westport Center for Senior Activities:**

The ATT cultural series has been finalized for the following Friday's: 9/27, 10/4, 10/11, 10/18 and 12/6 from 1:30 – 3:30 p.m. Presenters scheduled to appear include: Orin Grossman, Dr. Gerry Kuroghlian, Helen Klisser During, Matt Davies and David Bouchier. The Friends recently held a successful Friendship through Fitness golf tournament which help to raise money to maintain the gym at the Center. Dates have been set for the barbeques, Saturday social and clambake, all of which are co-sponsored by the Friends. On September 19, the Friends will be working with the Center to host a Mid Autumn Festival Celebration with a local Chinese organization from 5:00 – 7:15 p.m.

**Update on ITNCoastal CT:**

S. Lebrija and S. Pfister attended ITN's annual meeting held last week at Greens Farms Congregational Church. Julie Shapiro was awarded the Volunteer of the Year award. This non-profit organization is just shy of delivering 8,000 rides since their inception. The organization continues to be financially viable and sound. The board applauded ITN for their fine efforts and success.

**Update on Baron's Proposed Senior Housing Proposal:**

S. Pfister reported that there has been great progress with the Jonathan Rose proposal and that the committee was developing a plan that would include memory care units as well as an annex that would be adjacent to the WCSA and include such amenities: pool, fitness center, showers, beauty salon/spa. The Baron's South Committee will be giving a status report to the Board of Finance on July 1<sup>st</sup> at 8:00 p.m. at Town Hall. S. Pfister encouraged board members to attend or watch on television. Many board members continued to express the need for this project and a desire for it to continue to move forward on a fast track. M. Aasen is hoping the members of the Board of Finance are more understanding of the need for such a project versus the emphasis on the financial return to the town.

### **Long-Range Plan Meeting:**

The Long-Range Planning Committee is working on updating the last long – range plan completed in 2008. H. Maynard stressed the importance of planning for the future taking into account the environmental factors of the community that will impact the Center. S. Pfister is in the process of updating the usage numbers, demographics and percent of room occupancy for programs. S. Groner will report next month on feedback he received from the various Y's Men groups with regards to whether or not they plan to continue to meet at the Center when the Y is completed. S. Pfister mentioned that she had to recently deny the Hoot Owls their request for rehearsing at the Center and also a request from the Y's women for a regular bridge day request. There simply isn't room to accommodate these groups as the Center's programs always take priority.

### **Review Fee Structure:**

S. Pfister gave a financial overview of the classes with regards to revenue and expenses. Some classes operate at a loss while others a profit. In general, the classes run at a loss of \$2,000 per semester and Sue is looking to narrow this gap. Fees have not been raised since 2004 nor have most instructors received a raise since then. S. Pfister is proposing that all \$3.00 classes be increased to \$4.00. Many board members thought this was still tremendous value as they discussed what it costs to take a yoga class in the community or to join a fitness club. Upon motion by M.Aasen/J. Weiss: The Policy & Planning Board unanimously approved a motion to recommend that all \$3.00 classes be raised to \$4.00 effective October, 2013. S. Pfister will follow up with B. Butler as to whether or not this needs to be approved by the BOS prior to implementation.

### **Propose Slate of Candidates/ By-Law Change**

S. Pfister reviewed the proposed slate of candidates prepared by the Nominating Committee. Chairman, Howard Maynard's term is up (two consecutive two year terms) and John Weiss has been nominated to chair the PPB for 2013-14. Mildred Bunche's name has been proposed as a new member to the program committee. Upon motion by H. Maynard/S. Lebrija: The slate of candidates as proposed by the Nominating Committee for the term September 2013 – July 2014 was unanimously approved. S. Pfister will invite Mildred to the August meeting and at that time the board will thank Howard for his dedication and hard work over the past four years.

### **Update from Municipal Agent, Sue Lebrija:**

S. Lebrija has been busy with SWCAA webinars and grant allocation committee meetings. The software project is in the hands of the IT director and is moving forward.

### **Suggestion Box:**

There was one suggestion regarding a stationary bike for the fitness room.

The next meeting will take place on Monday, August 5, 2013 at 10:00 a.m.

The meeting was adjourned (P. Bieler/H. Maynard).

