

TO: Board of Trustees

FROM: Michael Dolan, Township Clerk

DATE: July 17, 2026

AGENDA ITEM TOPIC: Senior Center Software

Requested Action

Motion to approve the purchase of the MySeniorCenter software system from Xavus Solutions, LLC in the amount of \$9,999.00.

Background

As part of the Township's FY 2026-2027 budget strategic planning process, Senior Center Director Julie Eddings and I presented the need for a comprehensive software management system to improve operations at the Hamburg Senior Center. Based on that presentation, \$15,000 was included in the adopted budget for this project.

The MySeniorCenter software is designed specifically for senior centers and will provide a centralized system for participant registration, activity scheduling, attendance tracking, membership management, communications, reporting, and online program registration. The system also includes touchscreen self-check-in capabilities, customized membership key tags, broadcast communication features, training, and initial system configuration.

Following budget approval, Director Eddings worked with Xavus Solutions to obtain updated pricing and successfully negotiated the purchase price from the original proposal to \$9,999, representing a significant savings while remaining well within the approved budget. The quoted package also includes the first year of software maintenance and technical support. Annual maintenance and support beginning in the second year is \$3,150, subject to any future configuration changes.

To evaluate the software firsthand, Director Eddings and Trustee Hardesty visited the Hartland Township Senior Center, which has utilized the MySeniorCenter system for some time now. Hartland staff reported a positive experience with the software and expressed a high level of satisfaction with its functionality and customer support. Following the demonstration, both Director Eddings and Trustee Hardesty agreed the system would be a valuable investment for the Hamburg Senior Center.

Approval of this purchase will allow staff to begin implementation of the software and enhance member services, improve operational efficiency, and streamline program management.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☐

Are funds budgeted? Yes ☒ No ☐

Fiscal year affected: 2026/2027

Is a budget amendment required? Yes ☐ No ☒

General Ledger numbers affected: 101-820.000-980.000