

**Watertown Senior Center  
Advisory Board Minutes  
February 20, 2024**

**1. Call to Order**

The Senior Center Advisory Board met in person on February 20, 2024, at 9:00 am. The meeting was called to order by director Andrea Draeger. Present: Justin Munzel, Beth Beckett, Betty Jimenez, Kerry Kneser, and Cathie Wallen. Not present was Kimberly Henze, Kathleen Gillingham. Also present was Andrea Draeger.

**2. Review and Approve the December Minutes**

Kerry Kneser motioned to approve the minutes from December 19, 2023. Betty Jimenez seconded. Motion carried.

**3. Review and Approve the Monthly Financial Report**

Beth Beckett motioned to approve the preliminary 2023 year end financial reports. Cathie Wallen seconded. Motion carried.

**4. Citizens to be Heard**

None.

**5. Business**

**a. Review and discuss: Senior Center Advisory Board By-Laws**

Potential changes to section 10 and 13D were discussed. The board would like to be able to select the section they wish to chair after elections each year.

Additional revisions are due to the director by March 15, 2024 to discuss at the April board meeting.

**6. Chairperson's Committee Report**

**a. Update Fundraising Committee on Current Efforts**

A raffle license is still being explored as well as upcoming grants. The soup fundraiser occurred on January 18, 2024 and raised \$450. Bake sales will likely occur at the April, August, and November elections. It was suggested to make sure thank you letters are sent to bingo and other sponsors and to acknowledge them at the annual meeting in May, invite to senior citizen day, add to newsletter, etc.

**b. Update Membership Committee on Current Memberships and Renewals**

A new member packet is being developed and will be available soon. Renewals and new memberships are growing.

**c. Update Community Services Committee on Projects/Efforts**

AARP tax appointments have started. Andrea followed up on barrel donations for assisted living locations with lists of potential items. A volunteer is needed to go through books.

**d. Update Program Committee on Program Attendance & New Programs**

Breakfast Bunch as seen new folks turning into new members. Wellness Wednesdays are going well.

## **7. Director's Report**

### **a. Updates**

The Senior Care Fair is set for May 1 and will need assistance with managing vendors and donors. The volunteer awards event is set for May 21 with ideas needed for entertainment and catering options. The hall furniture has arrived and been put together. The next board election is coming up in April, please let us know your intentions for running.

## **8. Adjournment**

Next meeting is scheduled for Tuesday, April 16, 2024 at 9:00 am. Kerry Kneser motioned to adjourn. Beth Beckett seconded. Motion carried.