

Ad-hoc Strategic Planning

City of Port Washington – Adult Community Senior Center

April 12, 2016

Present: John Jacque, John Sigwart, Edie Webb, Mary Fran Lepasca, Irene Taylor, Director Catherine Kiener, Paul Ehrlich, Tom Murphy, Sue Bruner, Mayor Mlada, Joe Millonzi,

Excused: Chris Flint, Alderman Bill Driscoll, Pat O'Brien

Next meeting: May 3rd 2016 Public Meeting (tentative)

The roll call was taken and the March minutes were accepted by Edie Webb and seconded by John Sigwart.

An update on the CDBG (Community Development Block Grant) was presented by Catherine Kiener. The proposal went to the council last week and included an agenda for the block grant information. The consultant that was sought out suggested the Facilities Planning Grant be pursued first this year and then piggybacked on to the study results. More details regarding the timeline and cost information from Aurora may be available at that time.

A consultant fee will need to be secured and earmarked to get things moving. SEH Consulting was contacted. The contact person, Andrew, has been working behind the scenes and will be sending correct verbiage to use for the public notice (that is required).

If all goes well, the next meeting will encompass the public meeting at City Hall. It will likely only be a 15 min meeting, but is necessary to notify the public of the grant application. Monday is the deadline for the Press for the public meeting notice. The wording and contract will be assembled by Thursday to meet the deadline for the state (the 27th). Amounts discussed for possible grants include up to \$50k for the PG (Planning Grant) and up to \$500k for the FG (Facilities Grant). Senior Citizen facilities qualify for certain grants for the planning and the larger of the two grants will be pursued next year.

Mayor Mlada shared the likelihood of grant matching opportunities if some of the city workers can do project work (i.e. parking lot paving, etc.)

A motion was made by Mary Fran L and seconded by Irene T: To support the Community Development Block Grant application. The Ad Hoc Committee approved the motion.

The future Capitol Committee was discussed along with the interview with Amalia Schoone, the professional fundraiser used by The Explorium. There is a graphic artist connection that can make a rendering of the future building. Other fundraiser names were mentioned. The Capitol Committee is not formalized although one volunteer, Bonnie Knaub, has come forth.

The Mayor discussed the possibility of conducting a joint campaign (i.e. Friends of Senior Center and Friends of Park and Rec, etc.) He felt the city might be more inclined to support the professional fundraiser costs if there was a joint strategy. This is just a possibility and open for discussion, but he thought the council might be receptive. With a new library director on the horizon, this might open up other avenues. Mission statements are important for companion capitol fundraising.

A handout was shared that displayed other grant recipients. John S. noted their combinations of services (i.e. Senior Center and Community Center, etc.) Questions were raised regarding the complexities of a multi focused group and of the possibility of a delay in the timeline. Along with that, a dinner/kickoff event might be a positive event to schedule with other partners.

The final timeframe discussed was: 1) Paperwork from Andrew by Thursday 2) Public meeting on May 3rd 3) Draw up paperwork for kickoff by end of May 4) Start negotiating an extension for the lease by December.

As to any updates regarding Aurora's plans, there was a closed-door meeting, and the real estate contact was included. There has not been sharing of the meeting results.

Meeting adjourned at 5:30 p.m. Next meeting May 3, 2016 for the Public Meeting (time TBA)