

SENIOR CITIZENS COMMITTEE  
MONONA COMMUNITY CENTER  
**Monona Room**  
1011 Nichols Road  
Monona, Wisconsin

AGENDA

Thursday, June 27th, 2019  
**4:00 P.M.**

1. Call to Order
2. Roll Call
3. Approval of Minutes from March 7th, 2019
4. Appearances
5. New Business
  - A. Approval of 2020 – 2024 Capital Budget for Monona Senior Services
6. Reports
  - A. Chairperson's Report – Alderperson, Molly Grupe
  - B. Friends of the Monona Senior Center Report – Stan Nielsen, Board Member
  - C. Monona Senior Center Report – Diane Mikelbank, Director
7. Miscellaneous Business –
8. Next Meeting Scheduled: TBD
9. Adjournment

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andruz at (608) 222-2525 (not a TDD telephone number), FAX (609) 222-9225, or through the City Police Department TDD telephone number 222-2535.

This public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information about or speak on a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Monona Senior Center  
SENIOR CITIZENS COMMITTEE

MINUTES  
March 7th, 2019  
5:00 P.M.

The meeting of the Senior Citizens Committee for the City of Monona was called to order by chairperson, Molly Grupe at 5:00 p.m.

PRESENT:

Chairperson Alder Molly Grupe, Steve Halverson, Gwen Feit, Glenn Vosberg and Peggy McDonald, Sara Whalen

ALSO PRESENT:

Marcia Hendrickson, Executive Director, NewBridge  
Stan Nielsen, Friends of Monona Senior Center Board  
Diane Mikelbank, Monona Senior Center Director

ABSENT: John Anderson

APPROVAL OF MINUTES:

Minutes of the August 30, 2018 meeting were approved on a motion made by Steve Halverson and seconded by Gwen Feit to approve the minutes. Motion carried.

APPEARANCES: None

NEW BUSINESS:

None

REPORTS:

- A. **Chairperson's Report** – Molly Grupe shared information about a resolution for the City of Monona to be 100% energy. We are currently at around 20%. More work will be done in the near future on this project.  
Yacht Club lawsuit is resolved so construction can continue on the Riverfront project  
A new Police Officer has been added.  
The Fire Dept. contract has been settled.  
Bridge Road Construction will address increased traffic in the Riverfront area.
- B. **NewBridge Madison Report** – Marcia Hendrickson gave an overview of the transition of NewBridge noting that currently all four of the locations are operational. Medicare  
*Minutes – Monona Senior Citizens Committee (Continued) March 7th, 2019*

Part D Office Hours will still be a service provided to residents. This merger will allow Case Managers to respond to needs sooner based on requests. There will be more training offered to case managers.

One concern is that there are a lot more loan closet requests to the East Side office.

Communication will be more powerful because there is a better presence.

Amy Devine and Tim Ryan both serve on the board of NewBridge and they are from Monona.

Sonya Lindquist is running the nutrition sites and cultural diversity programs.

Jim Krueger is running activities and fund development.

Katie Gallagher is in charge of marketing and the Home Chore program.

- C. **Friends of Monona Senior Center Report** – Stan Nielsen discussed that the Summer Concert Series is being planned. Let's Dance event is Sunday at the East Side Club from 1:00 – 4:00 p.m.

The Friends will, once again be supporting the Scholarly Scoop program with financial assistance from the Ejevue Foundation grant.

- D. **Monona Senior Center Report** – Diane Mikelbank shared attendance statistics as well as discussed ways we can make monthly attendance reports more interesting. We will work on incorporating these suggestions in the near future.

Updates were shared on program updates, new full-time staff is working out very well and future agenda items were discussed.

MISCELLANEOUS BUSINESS: None

NEXT MEETING: TBD

ADJOURNMENT: A motion to adjourn was made by Steve Halverson and was seconded by Sara Whalen. Meeting adjourned at 5:49 p.m.

Respectfully submitted,

*Diane Mikelbank*

Diane Mikelbank, Director  
Monona Senior Center

	TOTAL	GO BONDS	TIF	SEWER BONDS	OTHER REVENUES	STORM WATER RESERVES	WATER BONDS
<b>2020 PROJECTS</b>							
Copy Machine	5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	<u><b>5,000</b></u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>2021 PROJECTS</b>							
Touchscreen, Mobile Scanner	3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	<u><b>3,000</b></u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>2022 PROJECTS</b>							
Painting	3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	<u><b>3,000</b></u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>2023 PROJECTS</b>							
Sustainability Products	3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-

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Total **3,000**      -      -      -      -      -      -

2024 PROJECTS

-      \$ -      \$ -      \$ -      \$ -      \$ -      \$ -  
-      -      -      -      -      -      -  
-      -      -      -      -      -      -  
-      -      -      -      -      -      -

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Total **28,000**      -      -      -      -      -      -

**City of Monona**  
**CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Copy Machine
2. **Year Proposed:** 2020            **Rank:** 1
3. **Requested By:** Diane Mikelbank, Senior Center Director
4. **Prepared By:** Diane Mikelbank, Senior Center Director
5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

Our current copy machine was purchased in 2013. We discontinued the service contract on this machine because there was no real guarantee they would find replacement parts. Issues are occurring with the machine that justify replacement as repairs will be expensive.

Quotes were collected on a black and white copier that is networked and has the capability to scan in black and white.

6. **Total Project Cost: \$5,000**

Component Costs:

Please see attached estimate comparison sheet

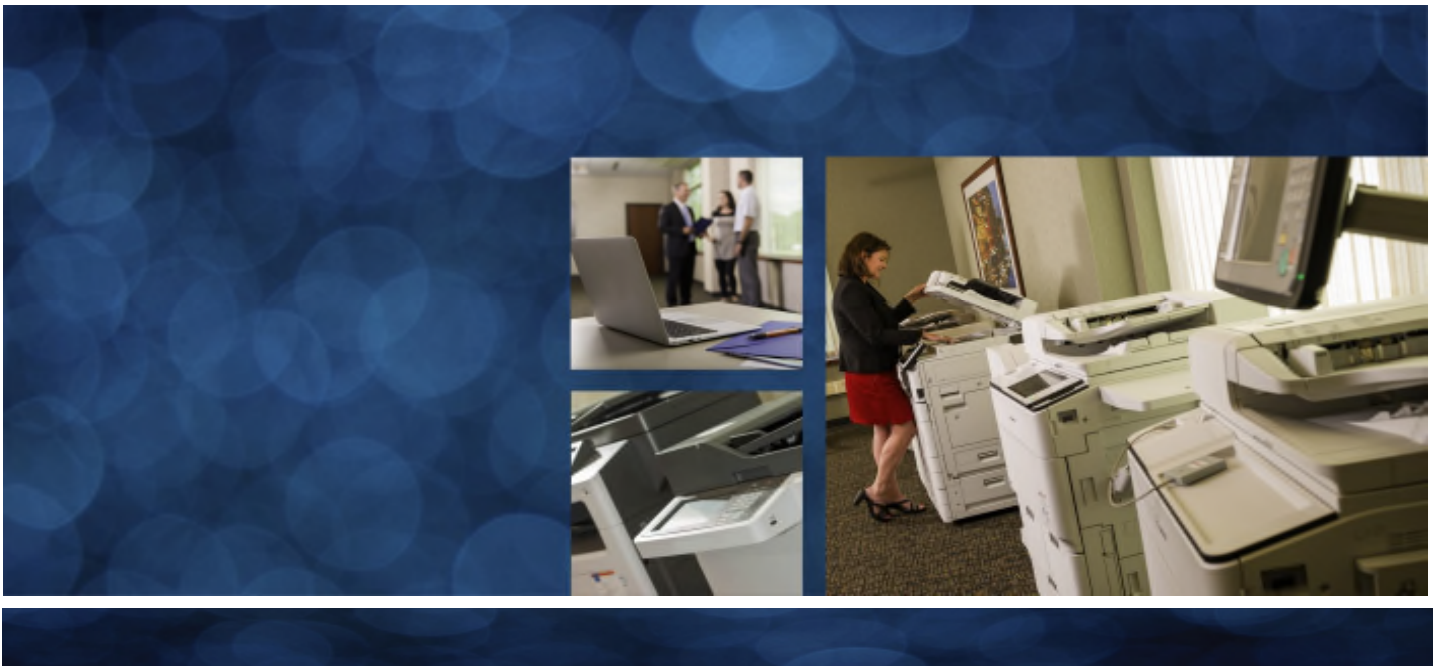


# Proposed Solution

## Monona Grove Senior Center

Prepared by Justin Kline

06/06/2019





**GFC Recommended Solution**

**(New) Canon imageRUNNER 2525**

- 25 Pages Per Minute - Black and White
- 5.7" QVGA Black-and-White LCD Touch-Screen
- (2) 550 Sheet Standard Paper Cassettes
- 100 Sheet Bypass Tray
- Up to 11"x17" Size Paper and 17 lb. Bond to 34 lb. Bond
- PCL / PS Printer Kit
- 50 Sheet Single Pass Automatic Duplexing Document Feeder
- 1,200x1,200 dpi Resolution
- Network Color Scanning to Desktop, E-mail, or FTP
- 512 MB Standard RAM
- Color Send Kit - Y1
- Inner Finisher - B1
- Cabinet Type - C
- DADF-AB1



*Picture May Not Represent Final Configuration*

**GFC Solution Investment**

**Purchase Price**

Canon imageRUNNER 2525

**\$3,374.00**

**imageCARE Maintenance Agreement**

\$41.00 includes 3,500 Black and White images with overages to be billed at \$0.0114 per image.

Includes all toner and all service, including replacement parts, all labor, all preventative maintenance, all emergency calls, travel time, equipment modernization, and a replacement guarantee.

**Network Consultation, Installation & Support**

Network Connected Installations include the services of the GFC Digital Support Specialist and Business Analyst Team to manage System integration and training as well as unlimited free access to our Technical Support Center.

**GFC Customer Portal**

GFC customer portal is a private, secure website that enhances your relationship with GFC by providing complete 24x7 access to collaborative tools. It allows you to navigate through your whole print fleet in a matter of minutes and is an all-in-one hub to manage your account devices efficiently and effectively.

**Delivery, Equipment Installation, Start-Up Supplies and Training**

**Included**

**Pricing valid for 30 days.**



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**City of Monona**  
**CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** MySenior Center Upgrades  
(Touchscreen, Touchscreen Scanner, Key Tags)
2. **Year Proposed:** 2021            **Rank:** 1
3. **Requested By:** Diane Mikelbank, Senior Center Director
4. **Prepared By:** Diane Mikelbank, Senior Center Director
5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

Since we started using the MySeniorCenter system in 2014, we have really tried to use many of its features to do our jobs more efficiently. By 2020, it is recommended we be prepared to replace the touchscreen monitor and scanner. Keytags are lasting our participants about 3 years, so we will be needing to replenish our supply of those as well.

6. **Total Project Cost: \$3,000**

Component Costs:

A.	Hand-held Scanner with USB Cable =	\$820.00
B.	Key Tags =	\$290.00
C.	<u>New Touchscreen monitor =</u>	<u>\$1,450.00</u>
	<b>Total:</b>	<b>\$2,560.00</b>

*(above numbers reflect June 2019 estimates)*

**Xavus Solutions**  
PO Box 55071 #30713  
Boston, MA 02205-5071  
(508)613-2289x103  
tina@myseniorcenter.com



# QUOTE

## ADDRESS

Diane Mikelbank  
Monona Senior Center  
1011 Nichols Road  
Monona, WI 53716

**QUOTE #** s-090917-6253  
**DATE** 06/13/2019  
**EXPIRATION DATE** 12/31/2019

ACTIVITY	QTY	RATE	AMOUNT
Lenovo 22" All in One Computer/Touchscreen with MySeniorCenter Touchscreen Application includes 1-Year Lenovo Warranty. The warranty is an agreement between the customer and Lenovo; MySeniorCenter is not responsible for any defects with this computer. - FOR REPLACEMENT ONLY	1	1,450.00	1,450.00
MySeniorCenter Hand-held Scanner with USB cable, MySeniorCenter synchronization software license and one hour of web-based training	1	820.00	820.00
MySeniorCenter Standard Green and White Tags - in blocks of 300	2	145.00	290.00
Annual maintenance fee in subsequent years will increase by \$100 for the additional Handheld Scanner listed above. The new annual maintenance fee of \$1700 will begin on December 28, 2020 if purchased in 2020. Otherwise, it would be the same date, but in 2021. Any future changes to the configuration may increase the annual maintenance fee. Maintenance includes updates to the software, access to technical support, nightly database backups and periodic web-based refresher training.	1	0.00	0.00

Please sign and fax back to 508-834-4125 (or scan/email to tina@myseniorcenter.com).

TOTAL

**\$2,560.00**

Accepted By

Accepted Date

**City of Monona**  
**CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Painting Interior Walls of Senior Center
2. **Year Proposed:** 2022            **Rank:** 1
3. **Requested By:** Diane Mikelbank, Senior Center Director
4. **Prepared By:** Diane Mikelbank, Senior Center Director
5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

The Senior Center interior walls were last painted in 2003. In order to keep things looking fresh and clean, we will have all interior walls painted.

6. **Total Project Cost: \$3,000**

Component Costs:

This estimate may be high. In 2003, this painting project cost \$2,000.

**City of Monona**  
**CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Sustainability Products
2. **Year Proposed:** 2023            **Rank:** 1
3. **Requested By:** Diane Mikelbank, Senior Center Director
4. **Prepared By:** Diane Mikelbank, Senior Center Director
5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

In an effort to reduce waste and help Monona achieve its sustainability goals, I am proposing the purchase of products that would assist with our department becoming more sustainable. Reusable dishes would be used more often if we had an adequate supply of lightweight durable items. Less paper would be used for posting notifications if we had white board signage to place where needed and the information screen would allow us to use fewer paper flyers and instead scroll electronic signage to promote programs

6. **Total Project Cost: \$3,000**

**Component Costs:**

Dishes – 78-piece set to serve 12 = \$195.00 X 5 sets =	\$975
Floor Standing Dry Erase Arrow Shaped Board =	\$100
Portable Double Sided Dry Erase Board =	\$100
Digital Sign =	\$1,500.00
<b>Total</b>	<b>\$2,675.00</b>