

**The City of Lake Forest
Dickinson Hall
Senior Resources Commission
Meeting Minutes
January 14, 2021**

Remote Access Meeting

1. Call to Order and Roll Call

Chair Strenger Wayne opened the meeting at 1:02pm.

Commission Members

Gale Strenger Wayne-Chair **P**

Mark Dillon **P**

Phil Hartung **P**

Jill Rosa **P**

Barbara Sheppard **P**

Ed Richardson **P**

Thomas Sullivan **A**

City Council Liaison

Melanie Rummel **P**

Staff

Sally Swarthout, Director of Parks, Recreation, and Forestry **A**

Janet Fryer, Senior Advocate **P** (arrived at 1:09pm)

Tricia Schwall, Senior Resources Manager **P**

Tara Purtell, Administrative Assistant **P**

Katie Dolan, Program Supervisor **P**

Note: **P**=Present **A**=Absent

2. Approval of Minutes

Commissioner Sheppard made a motion to approve the minutes from the November 12, 2020 SRC Meeting. Commissioner Richardson seconded. The motion passed unanimously.

3. Opportunity for citizens to address the Senior Resources Commission on Non-Agenda Items.

No citizens present.

4. Long Range Plan

Chair Strenger-Wayne explained that Dickinson Hall has a 10 year Long Range Plan which just expired in 2020. She also mentioned that in 2016 the City of Lake Forest did a city-wide survey and in 2019 Dickinson Hall did a member survey, which the results could be used in the new plan. Commissioner Richardson and Commissioner Sheppard

have offered to serve on the newly formed committee to address a new Long Range Plan. Manager Schwall did recommend a 5 year plan for ease of navigation and measurement. Chair Strenger-Wayne asked for all ideas to be funneled through Commissioner Richardson and Commissioner Sheppard.

5. Funding Requests

Chair Strenger-Wayne gave a brief background on Senior Advocate, Janet Fryer's position explaining to the SRC that her position is a full-time employee of Family Services of Lake County but works full-time from Dickinson Hall to support needs of seniors in the community. Her position forms a critical relationship for the City of Lake Forest and the community as a whole. Staff requests that the SRC supports Family Services of Lake County for funding for FY22 from LB/LF Senior Citizens Foundation. Fryer explained that it has been a challenging but rewarding past year. The migration to technology being a challenge and the opportunity to find grants for seniors in order for them to keep connected. Chair Strenger-Wayne added that she receives great feedback on Fryer and her 17+ years of commitment to her position.

Richardson asked Fryer if the expected amount of unmet needs will be difficult to keep up with based on FY20 being 900+ contacts.

Fryer explained that all contacts are different, some seniors are being helped for a few minutes and others a few hours.

Richardson gave thanks to Fryer for her hard work.

Alderman Rummel inquired about the percentage of Fryer's salary that we are approving and noted that the position qualifications seem like a lot for the amount of total salary.

Fryer explained that Family Services has grant funds and applies those to the remaining amount of her salary and benefits so then the cost is less to the Foundation.

Commissioner Dillon moved that the SRC requests that the Foundation approve the funding request from Family Services of Lake County for the amount of \$60,033 for FY22 (July 1, 2021-June, 30 2022) for the support of the full-time Senior Advocate at Dickinson Hall. Sheppard seconded. The motion carried on a roll call vote with 6-Ayes; 0-Nays.

Fryer gave a brief background on the Scholarship Fund explaining that seniors who do not have financial resources can still enjoy Dickinson Hall services and programs. With the Scholarship Fund, a no cost membership is given to the qualifying individual along with an allotment of \$150 to use for any programs at Dickinson Hall. Fryer explained that this was not a typical year for in-person programming and transportation, therefore only memberships were sold in the amount of 26 members (\$10 individual, \$25 couple) totaling \$250 from the Special Guest Fund.

Chair Strenger-Wayne added that it is an unwritten policy that if the \$3,000 was to be exhausted that the SRC would recommend more of a dollar amount in support of these individuals.

Commissioner Richardson moved that the SRC requests that the Foundation approve the funding request for the continued support of the Scholarship Fund in the amount of \$3,000 for FY22. Hartung seconded. The motion carried on a roll call vote with 6-Ayes; 0-Nays

Fryer gave a brief background on the Social Service Fund, which is a separate fund of around \$25,000-35,000 used to support local seniors in need at the discretion of the Senior Advocate. Grants are up to \$5,000 in a year. In calendar year 2020, 6 individuals were awarded grants that ranged from \$25 to \$500 and totaled \$1,635. Fryer mentioned that it was underutilized because of the limited client interaction during the Pandemic.

Sheppard moved that the SRC requests that the Foundation continue to support this needed resource with a continued grant of up to \$5,000 for FY22. Commissioner Rosa seconded. The motion carried on a roll call vote with 6-Ayes; 0-Nays

6. Manager's Report

Manager Schwall gave an update on membership which is currently at 713 members, which is about 71% of FY20 total membership.

Kitchen remodel is moving along with architectural drawings and a review by Building Maintenance. The next step will be approval from Community Development and then Request for Proposal (RFP) process.

The library and the lobby remodel will be starting shortly with a focus on paint and furniture upgrades.

Currently budgeting for FY22 as if Dickinson Hall were fully opened.

Programming has been going exceptionally well. The Turkey Drive-thru event was a huge success and an emotional experience for staff and members alike.

A Pop-up Bingo event is planned where members will pick-up a boxed lunch and bingo cards and play bingo at home via Zoom.

Manager Schwall asked Commission member to keep in mind the 8 Dimensions of Wellness for the Long Range Plan including: Environmental, emotional, social, spiritual, financial, intellectual, occupational and physical.

7. Comments by Commission Members

Commissioner Rosa asked if DH staff was on list for the Covid-19 vaccine.

Manager Schwall answered that it was unknown at this time what the priority listing would be regarding Dickinson Hall staff.

Alderman Rummel added that it would be ideal to get seniors a site in Lake Forest so it can be the most convenient way possible and urged Manager Schwall to reach out to City of Lake Forest Fire Chief Pete Siebert to inquire on how to mobilize locally on behalf of seniors.

Commissioner Dillon added that we should also take into account seniors in Lake Bluff and Knollwood.

Chair Strenger-Wayne updated the Commission on the Senior Affordable Housing plan mentioning that there is a possible alternative site more viable than the Grove Cultural Campus. She added that by the end of the month a site will be finalized.

Strenger-Wayne also gave thanks to Senior Advocate Fryer for her hard work and dedication.

8. Next Meeting Date: Thursday, March 11, 2021 at 1:00pm.

9. Adjournment

Commissioner Hartung motioned to adjourn. Commissioner Richardson seconded. The meeting was adjourned at 1:57pm.

Submitted by: Tara J. Purtell, Administrative Assistant