

The City of Lake Forest
Dickinson Hall
Senior Resources Commission
Meeting Minutes
January 11, 2024
1:00pm

1. Call to Order and Roll Call

Chair Strenger-Wayne opened the meeting at 1:00pm.

Commission Members

Gale Strenger Wayne-Chair **P**

Jill Rosa **P**

Wendy McKiernan **A**

Mark Dewart **P**

Fred Montgomery **A**

Denny Hermann **P**

Jean Manning **P**

City Council Liaison

Nancy Novit **A**

Staff

Sally Swarthout, Director of Parks and Recreation **P**

Joe Mobile, Superintendent of Recreation **P**

Tricia Schwall, Senior Resources Manager **P**

Tara Purtell, Administrative Assistant **P**

Katie Dolan, Program Supervisor **A**

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

Guests

Margaret Abel, Dickinson Hall Member

2. Pledge of Allegiance

Recited by all in attendance

3. Approval of Minutes

Commissioner Hermann moved to approve the minutes from the November 9, 2023, Senior Resources Commission Meeting. Commissioner Rosa seconded. The motion passed unanimously.

Manager Schwall announced that Director of Parks and Recreation, Sally Swarthout, is retiring at the end of the month. Director Swarthout spoke that after 33 years she is retiring. She explained that Dickinson Hall is near and dear to her heart and an amazing asset to the community. She said the impact it has on seniors is tremendous and the staff is outstanding. She thanked staff for providing a safe, warm and welcoming

environment with so many offerings to the community. Director Swarthout introduced Superintendent of Recreation, Joe Mobile as he will be the Interim Director until the position is filled.

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

Dickinson Hall Member Margaret Abel voiced her concern on Membership Fees. She explained that Dickinson Hall fee is \$35 for an individual resident rate and \$55 for a family resident rate. She said she does not agree with a \$15 discount for the family membership and believes the rate could be raised. She also would like if when she calls Dickinson Hall for all staff and volunteers to state their names when answering the phone. The Commission said they would take her Membership Fee comments into consideration and thanked her for her time.

5. Funding Request

Manager Schwall gave a brief overview of the Scholarship Fund and the breakdown of usage from May 1, 2023-December 31, 2023. The initial grant is \$150 per person and the total usage charged to the Special Guest account is \$2,155. She asked for the continued support of \$3,000 for FY25.

Commissioner Rosa 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 FY25. Commissioner Manning seconded. The motion passed unanimously.

Manager Schwall gave a brief overview of the Social Service Fund and some examples as when this fund is used. From May 1, 2023-December 31, 2023, 6 individuals have used these grants for a total of \$2,619. These funds were used for medical expenses, emergency home repairs, tax assistance, and car license renewal fees. She asked for the continued support of \$5,000 for FY25.

Commissioner Dewart moved that the SRC requests that the Foundation approve the funding request for the continued support of the Social Service Fund in the amount of up to \$5,000 for FY25. Commissioner Rosa seconded. The motion passed unanimously.

6. Dickinson Hall Mid-Year Manager's Report

Manager Schwall shared that as of January 8, Dickinson Hall has 936 members and that is 110 more than the same time in 2023.

Manager Schwall asked the Commission to share how they have promoted Dickinson Hall in their daily lives over the last month.

Commissioner Hermann shared that due to an article in the Tribune on affordable housing, he discussed Dickinson Hall. Chair Strenger-Wayne said her Mah-Jongg group talked about attending Chair Yoga. Commissioner Manning is continuing to have coffee with Conway Farms residents and spread the word on Dickinson Hall. Commissioner Rosa suggested being added to "On the Bluff," the Lake Bluff newsletter. Commissioner

Dewart added he would investigate that and suggested remote locations for programs to get the word out there on Dickinson Hall.

Manager Schwall said that some remote programs have been done and it is on her radar.

Director Swarthout added that after her recent lunch with the Lake Forest Library Executive Director, Ishwar Laxminarayan, look for a phone call regarding more collaborations.

Manager Schwall explained that she is finishing up the budget and there are no significant changes for the upcoming year.

The replacement 14 passenger van is on hold for Dickinson Hall in Kankakee pending the City Council approval on January 14. The van will also be wrapped with the same look as the previous van.

7. Update on Senior Advocate Position

Manager Schwall gave an overall update on the Senior Advocate position. Previous Senior Advocate Jennifer Raines resigned from Josselyn back in October. Manager Schwall explained that Josselyn was not interested in moving forward with the position. Manager Schwall checked in with BACOA (Barrington Area Council on Aging) but most places the counselors bill Medicare for their work. At Dickinson Hall, we do not bill, it is strictly a free service. Manager Schwall said that the position is being explored as in-house position rather than using an outside organization. Currently, a volunteer helps with Medicare once a month as well as Manager Schwall assisting with the position daily.

8. Comments by Commission Members

Commissioner Manning asked if Manager Schwall's preference would be to have this position in house. Manager Schwall responded that it is a challenge when an employee is under an organization as she is unable to contribute to performance review and the confusion for the person that must report to two entities.

Chair Strenger-Wayne added that she chatted with former Senior Advocate and Dickinson Manager Marge Burda, who agreed that it would be much better if that was a City of Lake Forest position.

9. Executive Session

Commissioner Dewart moved to go into Executive Session regarding the Senior Advocate position. Commissioner Manning seconded. The motion passed unanimously.

Adjournment into Executive Session at 1:41 pm.

Reconvened into Regular Session at 2:07 pm.

10. Next Meeting Date: Thursday, March 14, 2024, at 1:00pm.

11. Adjournment

*Commissioner Hermann moved to adjourn. Commissioner Rosa seconded.
The meeting was adjourned at 2:09pm.*

Submitted by: Tara J. Purtell, Administrative Assistant