

**The City of Lake Forest
Dickinson Hall
Senior Resources Commission
Meeting Minutes
November 4, 2021
Regular Meeting**

1. Call to Order and Roll Call

Commissioner Dillon, Acting Chair, opened the meeting at 1:08pm.

Commission Members

Gale Strenger Wayne-Chair **A**

Mark Dillon **P**

Phil Hartung **A**

Jill Rosa **P**

Barbara Sheppard **A**

Mark Dewart **P**

Fred Montgomery **P**

City Council Liaison

Jed Morris **P**

Staff

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

Janet Fryer, Senior Advocate **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

Joan Barott, Dickinson Hall Member

Robbie Boudreau, Executive Director of Faith in Action

2. Pledge of Allegiance

3. Welcome New Commission Member

Commissioner Dillon introduced and welcomed back former SRC member Mark Dewart. Commissioner Dewart gave a brief background including his interest in senior related issues and affordable senior housing. City Council Liaison, Jed Morris, was also welcomed and indicated that he was excited to be part of the SRC.

4. Approval of Minutes

Commissioner Montgomery made a motion to approve the minutes from the September 9, 2021 SRC Meeting. Commissioner Rosa seconded. The motion passed unanimously.

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

Dickinson Hall member, Margaret Abel asked if fire drills were frequently carried out at Dickinson Hall. Commissioner Dewart said it was a good comment and suggested to staff to make it known at programs where to exit in case of an emergency. Manager Schwall commented that last year there was an instance where the building had to be emptied due to a possible emergency, but she would look into a drill and making emergency exists known during programming.

6. Faith in Action Request for CY22 Funding

Commissioner Dillon introduced Faith in Action (FIA) Executive Director, Robbie Boudreau, who gave a report update. Executive Director Boudreau explained that there has been an overwhelming need for social support and gave some community examples including reading, pet therapy and even volunteers baking cookies with isolated individuals. She praised the FIA volunteers saying they will do anything and go above and beyond when it comes to social support and isolation of our seniors. She also mentioned that a new focus group will be formed and the meetings will be held at Dickinson Hall. The group will be geared towards women 80+ and the topics will encourage meaningful, lively discussions about current topics. Executive Director Boudreau will lead this focus group.

Executive Director Boudreau acknowledged Dickinson Hall for “zooming” out ahead of other senior centers during Covid while most other senior centers are dragging behind. Manager Schwall thanked Executive Director Boudreau for her comments and replied that Dickinson Hall staff are committed to providing exceptional services to seniors.

Commissioner Montgomery asked a few questions from Executive Director Boudreau, questions and answers are as follows:

1. Will the new support group program cost anything to run? No, because it will be led by Executive Director Boudreau.
2. Are volunteers covered under FIA liability insurance? Yes.
3. Any reserve funds? 1 year of funding in reserves.

Commissioner Dillon added that FIA has been a tremendous addition of support service to the community and in our fifth year in this great partnership. Senior Advocate Fryer also added how helpful and valuable FIA have been.

Commissioner Montgomery motioned that the SRC requests that the Foundation approve the grant request of \$25,000 for CY2 escorted transportation program that supplements existing Dickinson Hall transportation resources and social support programs for older & disable adults.

7. Manager’s Report

Manager Schwall gave an overview of the Manager’s Report including the highlight of having 780 members in the middle of a pandemic. She credited part of that high membership number to Dickinson Hall reopening at the right time in order for us to be

here for our members. Manager Schwall mentioned that the kitchen remodel is slated to start on January 3, 2022 and that Dickinson Hall parties are doing very well with 40-70 attendants on average.

Manager Schwall mentioned that Dickinson Hall is looking for a porter to move tables and chairs for Dickinson Hall's daily events as well as the large events.

Commissioner Dillon suggested speaking with Lake Forest schools in order to find students who may need service hours.

City Council Liaison Morris asked if there was a clarification on the responsibilities of Public Works in regards to the Dickinson Hall building.

Manager Schwall responded that they were still working on this matter.

8. Request for Programs/Services and Transportation Funding for FY23

Commissioner Dillon spoke on the request noting that the full \$70,000 for Programs/Services was not spent last year and it is being watched very carefully by Manager Schwall and Foundation President Steven Potsic. The \$34,000 will not change for transportation this year.

Commissioner Montgomery motioned that the SRC requests that the Foundation approve the Senior Resource Manager's FY23 request for funding as follows:

-Programs/Services grant up to \$70,000

-Transportation grant up to \$34,000

Commissioner Rosa seconded. The motion passed unanimously.

9. Comments by Commission Members

No comments

10. Executive Session

A motion was made by Commissioner Dillon and seconded by Commissioner Montgomery at 1:50pm to enter Executive Session in discussion of staffing. A motion was made at 1:55pm by Commissioner Dewart and seconded by Commissioner Montgomery to exit Executive Session.

11. Next Meeting Date: Thursday, January 13, 2021 at 1:00pm.

12. Adjournment

Commissioner Montgomery motioned to adjourn. Commissioner Rosa seconded. The meeting was adjourned at 2:07pm.

Submitted by: Tara J. Purtell, Administrative Assistant