

**KENAI COUNCIL ON AGING – REGULAR MEETING
MAY 11, 2023 – 3:00 P.M.
KENAI SENIOR CENTER
361 SENIOR CT., KENAI, AK 99611
CHAIR RACHAEL CRAIG, PRESIDING**

ACTION MINUTES

A. CALL TO ORDER

A Regular Meeting of the Council on Aging was held on May 11, 2023, at the Kenai Senior Center, Kenai, AK. Chair Craig called the meeting to order at approximately 3:00 p.m.

1. Pledge of Allegiance

Chair Craig led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Rachael Craig, Chair	Kenneth Ayers
Glenese Pettey	John Straughn
Frances Kilfoyle	Barbara Modigh
Velda Geller	

A quorum was present.

Absent:

Roy Williams, Vice Chair	Alice Heckert
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Also in attendance were:

Kathy Romain, Senior Center Director
Red Piersee, Senior Center Administrative Assistant
Kayla Feltman, Senior Center Volunteer Coordinator
Deborah Sounart, Council Member

3. Agenda Approval

MOTION:

Member Ayers **MOVED** to approve the agenda as presented. Member Straughn **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE: There being no objection; **SO ORDERED.**

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF THE MEETING SUMMARY

1. March 9, 2023

MOTION:

Member Ayers **MOVED** to approve the March 9, 2023 Summary as presented. Straughn **SECONDED** the motion.

VOTE: There being no objection; **SO ORDERED.**

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. **Action/Approval** – Updates to the Senior Center Code of Conduct and Ethics.

MOTION:

Member Pettey **MOVED** to approve the updates to the Senior Center Code of Conduct and Ethics. Member Geller **SECONDED** the motion.

Director Romain presented a staff report; discussion ensued.

MOTION TO AMEND:

Member Ayers **MOVED** to amend the Senior Center Code of Conduct and Ethics with the following changes:

- Addition of a paragraph stating “All persons shall respect others right to privacy and personal space at the Kenai Senior Center. Any person who violates others’ privacy or personal space can be asked by the Senior Center Director to leave the facility” to be placed directly following the section that states, “Please show respect to the staff, volunteers, and other participants, and the Senior enter. The KSC promotes a safe and positive place. Harassment, violence, and threats will not be tolerated in any form.”
- Change “making” to “receiving” under the section regarding cell phone use.

Member Straughn **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion to amend.

VOTE ON AMENDMENT: There being no objection; **SO ORDERED.**

VOTE ON MAIN MOTION AS AMENDED: There being no objection; **SO ORDERED.**

2. **Discussion/Recommendation** – Recommending the City Council Approve Suggested Changes to the FY2024 Fee Schedule.

MOTION:

Member Straughn **MOVED** to recommend the City Council approve the suggested changes to the FY2024 Fee Schedule. Member Pettey **SECONDED** the motion.

Director Romain presented a staff report.

UNANIMOUS CONSENT was requested on the motion.

VOTE: There being no objection; **SO ORDERED.**

G. REPORTS

1. Senior Center Director – Director Romain reported on the following:
 - Current staffing at full capacity.
 - Savings to this year’s budget from utilizing a volunteer to shop at the Food Bank and growing the majority of the flowers used around the building.
 - Training funds were added back to the budget with Admin. Assistant Piersee is to attend the MOW conference in August.
 - Brief review of the March for Meals (MFM) Fundraiser ending total of just under \$50,000.
2. Council on Aging Chair – No report.

3. City Council Liaison – Council Member Sounart reported on recent Council actions.

H. **NEXT MEETING ATTENDANCE NOTIFICATION** – Thursday, June 8, 2023

I. **COMMISSION QUESTIONS AND COMMENTS**

Member Pettey requested updates on the Senior Center front door and generator.

J. **ADDITIONAL PUBLIC COMMENTS** – None.

K. **INFORMATIONAL ITEMS** – None.

L. **ADJOURNMENT**

There being no further business before the Council on Aging, the meeting was adjourned at 4:00 p.m.

I certify the above represents accurate minutes of the Council on Aging meeting of May 11, 2023.



Meghan Thibodeau
Deputy City Clerk