

**KENAI COUNCIL ON AGING
REGULAR MEETING
JANUARY 9, 2020 – 4:30 P.M.
KENAI SENIOR CENTER
CHAIR ROY WILLIAMS, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Williams called the meeting to order at 4:34 p.m.

a. Pledge of Allegiance

Chair Williams led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: R. Williams, D. Erwin, V. Geller, A. Weeks, C. Thornton, M. Milewski

Members Absent: S. Bise, L. Nelson, B. Modigh

Staff/Council Liaison Present: Senior Center Director K. Romain, Administrative Assistant A. Clary, Deputy City Clerk J. LaPlante, Council Member J. Glendening

A quorum was present.

c. Administer Oaths of Office

It was announced Velda Geller, Barbara Modigh and Lois Nelson had been reappointed to the Council on Aging by the Kenai City Council at its December 18, 2019 meeting. Deputy Clerk J. LaPlante administered the Oath of Office to Member Geller. It was noted that Nelson and Modigh would be sworn in at a future meeting due to their absences at this meeting.

d. Election of the Chair and Vice-Chair

MOTION:

Member Thornton **MOVED** to elect Don Erwin as Chair and Member Geller **SECONDED** the motion. There were no objections; **SO ORDERED.**

MOTION:

Member Thornton **MOVED** to elect Roy Williams as Vice Chair. Member Williams declined the nomination. The motion failed.

MOTION:

Member Geller **MOVED** to elect Chuck Thornton as Vice Chair and Member Erwin **SECONDED** the motion. There were no objections; **SO ORDERED.**

e. **Agenda Approval**

MOTION:

Member Milewski **MOVED** for approval of the agenda as written and Member Erwin **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. **SCHEDULED PUBLIC COMMENTS** (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregate*) – None.

3. **UNSCHEDULED PUBLIC COMMENT** (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregate*) – None.

4. **APPROVAL OF MEETING SUMMARY**

a. November 14, 2019

MOTION:

Member Thornton **MOVED** to approve the November 14, 2019 meeting summary as written and Member Weeks **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. **UNFINISHED BUSINESS**

a. **Discussion/Recommendation** – Code of Conduct for the Senior Center

A copy of the final draft of the proposed Code of Conduct for the Senior Center was provided to the members. The Senior Center Director reviewed the final draft as well as summarized changes recommended by the City Attorney. Discussion followed with comments including:

- Should the wording “all ADA approved service animals” also include “only.”
- A note would be included in the newsletter highlighting the work of the Council on Aging in development of the Code of Conduct and welcome Center participants to direct questions, thoughts, or concerns to the Senior Director and Administrative Assistant.
- The Code of Conduct would be printed on large paper, framed, and placed in a prominent place close to the hall bulletin board.
- Suggested to have copies of the Code of Conduct posted in several places in the Center.
- Suggested to change the wording “created by COA” to “adopted by COA” when communicating information to the public.
- The Director suggested the document be revisited annually and revised as necessary.

MOTION:

Member Weeks **MOVED** the Code of Conduct be adopted and recommend staff move forward with finalization; Member Thornton **SECONDED** the motion. There were no objections; **SO ORDERED**.

6. **NEW BUSINESS** – None.

7. **REPORTS**

a. **Senior Center Director** – Romain reported the following:

- The new flooring installation was going well and should be completed no later than January 14;
- Services for Herb Stettler would be on Saturday, February 15 at 12:30 p.m. in the Senior Center. Military honors would be held at the Soldotna Cemetery prior to the service at the Center;
- An update on the greenhouse project was provided;
- She and Assistant Clary were drafting proposals of the current Center vehicles for a city fleet management project;
- An update of the annual March for Meals fundraiser plans was provided;
- The Center would be celebrating its 50th anniversary in 2021; and
- The Permanent Part-Time janitor's position was filled by Josh Van Loan.

b. **Council on Aging Chair** –Williams thanked everyone in the group for their service and the Center's administration and staff for their daily hard work, but especially during the flooring project to ensure services were still provided.

c. **City Council Liaison** – Glendening reviewed the Action Agenda for the Council's December 18, 2019 meeting as provided in the packet.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – February 13, 2020

There were no announcements of absences for the February meeting.

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**

Chair Williams requested volunteer assistance with the March for Meals fundraiser.

Member Geller thanked Williams and Erwin for their service.

10. **ADDITIONAL PUBLIC COMMENT** – None.

11. **INFORMATIONAL ITEMS** – None.

12. **ADJOURNMENT**

MOTION:

Member Geller **MOVED** for adjournment and Member Milewski **SECONDED** the motion. There were no objections; **SO ORDERED.**

There being no further business, the Council on Aging meeting adjourned at 5:42 p.m.

Meeting summary prepared and submitted by:


Jacquelyn LaPlante
Deputy City Clerk

