

SEPTEMBER MEETING MINUTES

**Merrill Enrichment Center Committee**

Meeting was held on Thursday September 28<sup>th</sup>, 2017 8:00 a.m.  
Merrill Enrichment Center – 303 N. Sales Street

*Present:* Art Lersch, Gene Bebel, Mary Ball (Alderperson), S. Peggy Jackelen, Diane Goetsch,  
Erin Wells (ADRC Representative)

*Absent:* Rev. Kyle Carnes (Chair), Rose Akey

**1. Opening**

- a. Ball called the meeting to order

**2. Consent Items**

- a. Motion made by Bebel, second by Jackelen to approve July minutes. Motion carried.
- b. Motion made by Bebel, second by Jackelen to approve monthly vouchers. Motion carried.

**3. Public Comment** - none

**4. Updates** (8:10)

- a. Director informed Committee of the activity fee adjustment for card players and book club back to \$2 as there is little if no overhead to these specific groups. Goetsch questioned if this would cause confusion. At this time we have not experienced any issues with this change. It is clear to participants which programs have more cost associated with them such as paying instructors and purchasing of supplies. Goetsch asked about the \$42/month activity fee as well. We did not have any interest so at this time we took this away. We will revisit a monthly fee in 2018.
- b. Director informed committee of the approximately 750+ people who have visited the Center and participated in a number of activities from the time we opened our doors.
- c. Director informed committee about the City's vacation change policy and how it affects the Center.
- d. Budget request for 2018 includes increasing our assistant's hours from 16 to between 20-29 hours per week. Finance Director Unertl approved, contingent upon our non-lapsing funds ability to cover any Fund 10 deficit.

**5. Goals**

- a. Please see page 2 for results of Committee's discussion of goals for the next two years.

**6. Discussion**

- a. Review of goals in addition to regular Agenda items.
- b. We will add Erin, our ADRC Representative, back on the Agenda.

**7. Adjournment**

- a. Motion to adjourn made by Ball second by Lersch.

Next meeting will be held on **Wednesday, November 29<sup>th</sup> at 8am.**

*Vouchers will be available for review 10 minutes prior to meeting time.*

*Respectfully submitted,*

*TMrachek*

Tammie Mrachek  
MEC Director

*Enrichment Center Mission Statement: Dedicated to Enhancing Lives and Bringing Generations Together*

## Merrill Enrichment Center

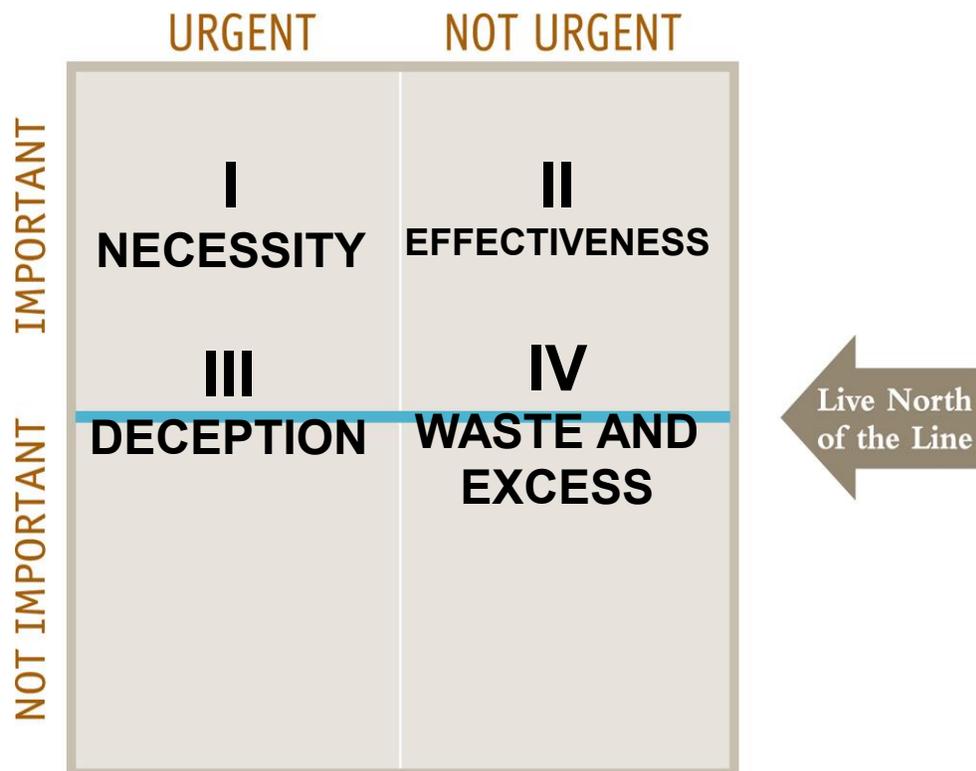
### Goal Setting Report 2018

Meeting facilitated and report completed by  
Art Lersch  
University of Wisconsin Extension

October 6, 2017

Five members of the Merrill Committee on Aging along with the Enrichment Center director identified goals based on SOAR + C analysis information that they had compiled prior to the October 6 meeting. The SOAR +C information can be found in committee minutes from meetings held in 2017 prior to this October session. All planning sessions were facilitated by Art Lersch, University of Wisconsin Extension.

In order to prioritize the ideas and potential goals found in the SOAR+C analysis, he asked participants to think in terms of the time matrix depicted below.



(Source: 7 Habits of Highly Effective People; Maximizer PowerPoint)

The

most important matters to focus on over the next couple of years, he explained, should be found in Quadrant II. The following goals were chosen by the group as priorities to address within that timeframe. Below each goal statement are suggested tasks that should be performed to help achieve the goal. The committee and director agreed that further action planning will be done throughout especially 2018 to ensure that progress is made toward achieving goals.

- **Enhance the volunteer program** (much of this has to do with providing more interesting and varied tasks to keep volunteers interested)
  - Ongoing recruitment of potential volunteers

- Match interests to tasks. Have specific roles for specific volunteers.
- Possibly partner with Bell Tower Residence, Park Place, and/or Jenny Towers (Are there residents interested in serving as volunteers?)
- **Continue to develop programs that reflect the needs of current customers and the general population**
  - Market programs through the county Social Services department (to attract a wider variety of ages and income levels)
  - Market programs through the Merrill Area Public School district (coordinate marketing efforts through the central office)
  - Market through day cares
- **Develop and promote more intergenerational programming** (Those in attendance admitted that this goal is closely related to the goal mentioned directly above)
  - Determine what intergenerational programming is most needed
  - Determine what programs must be eliminated to create enough staff time to develop, promote, and implement or expand intergenerational programs
  - Enhance the already begun electronics program (younger people teaching older folks about and how to use today's new technology)
  - Enhance craft room intergenerational programming (grandchildren and grandparents working together)
  - Market intergenerational programming through social media
- **Begin to explore how to develop an Enrichment Center Endowment**
  - Research how local nonprofits have created such endowments
  - Research what endowment policies and procedures have been developed by senior or community centers throughout the state
  - Check with the city attorney whether this can be done somehow through the city and if so what city policies must be adhered to
  - Take initial steps to establish the endowment