

AGENDA  
CITY OF BERLIN COMMITTEE ON AGING MEETING  
**Tuesday, March 24th, 2026, at 10:00AM**  
BERLIN SENIOR CENTER. 142 WATER STREET  
MEETING IS OPEN TO THE PUBLIC & IS HANDICAPPED ACCESSIBLE

1. Call to Order/Roll Call.
2. Pledge of Allegiance.
3. General Public Comments. (3-minute limit)
4. Approval of Minutes. RECOMMENDATION: Approve minutes from February 24, 2026 meeting as presented.
5. Approval Revenues and Expenditures. RECOMMENDATION: Approve the year-to-date Revenue & Expense report as presented.
6. Green Lake County Nutrition Program. RECOMMENDATION: Listen to presentation by Kathy Mulhern.
7. Director's updates. RECOMMENDATION: Listen to presentation.
8. County Committee on Aging update. RECOMMENDATION: Listen to presentation.
9. Resignation of Chairperson Anne Murphy. RECOMMENDATION: Recommend to Common Council the acceptance of the resignation of the Committee On Aging Chairperson, Anne Murphy.
10. New Business.
11. Old Business.
12. Adjourn.

**CITY OF BERLIN COMMITTEE ON AGING MEETING MINUTES**  
**24th DAY of February, 2026 10:00 AM**  
**Berlin Senior Center**

The meeting was called to order by Vice-Chairman Jodarsky at 10:00 AM

**Roll Call:**

**Present:** Jimmy Jodarski, Vice Chair (2026)  
Paul Hanan, Secretary (2026)  
Richard Lashbrook (2027)  
Mary Hess (2027)  
Susan Jungenberg (2026)  
Amanda Krause (2027)  
Sue Kiener, Senior Center Director  
Victoria Hill, Berlin City Council Liaison

**Excused:** Ann Murphy, Chairman (2028)

Jodarsky led the committee in the Pledge of Allegiance.

Public comments: N/A

Jodarsky inquired as to the “where” the appearance of the monies transferred to the City from the Senior Center would be displayed on the financial statement & Kiener explained that the entry has not yet been updated into the new current financial spreadsheets. Hill made a request that Kiener follow up on the progress of the “dedicated” funds acceptance. Jungenberg made a motion to approve the minutes, seconded by Hess, & carried by unanimous voice vote.

Next, Hanan made a motion to approve the expenses and revenues as posted in the agenda, seconded by Jodarski, & carried by unanimous voice vote.

The directors update included;

- Upcoming CPR Certification for Senior Center staff members
- Current updated revisions to the transportation program have been forwarded to all necessary institutions
- The new Vests, Caps, & T-shirts with the Senior Center Logo, (to be worn by staff as well as volunteers), are now available, & Caps/T-shirts are now on hand for purchase at \$10 each
- The older/stained furniture in the main hall has been removed
- A personal expenditure of \$321 was made by Kiener for minor interior improvements, including a reimbursement request from the Friends of the Berlin Senior Center
- In addition to the regular March calendar, several new activities/speakers have been scheduled, please check your current Insight for names/date/times
- Kiener requested that the Senior Center undergo a “deep cleaning” for a contracted price of \$225.00, with a additional request to the Friends of the Senior Center for reimbursement

- Information regarding hiring an assistant cook at four hours a week is limited at this time, & is presently being researched by the Berlin Committee on the Whole/Common Counsel
- Kiener then proceeded to inform the Committee on the Facebook 'results page' showing the recent large increase of web traffic to the center's page

Jodarsky made a motion to verify Kiener's \$321 reimbursement, seconded by Lashbrook, & carried by voice vote.

A motion & the second were made by Jodarsky/Hess to pay the cleaning fees from the maintenance account, if the FoBSC (FRIENDS) would not cover the expenses.

A motion and a second were made by Krause/Jodarsky to approve the expenditure of an assistant cook, to be followed up by approval of the Berlin Committee on the Whole/Common Counsel. Preliminary investigation shows that the average annual overage in the nutrition program should cover this additional cost.

Jungenberg had no County Committee on Aging report, as there was no meeting last month. The next scheduled County meeting is set for March.

New business: Jungenberg requested that the Senior Center "transportation insurance release form" discussion be included in the next meeting's agenda.

Old business: Hill inquired as to the availability for the 'public' to attend the upcoming CPR certification, with Kiener responding that the course was intended for "staff only". Hill recommended that the Senior Center offer a "open to the public" CPR certification course.

Kiener also informed of the group that she had recently applied for an AARP grant. This grant was for a "Rec Desk" program. This is an all-in-one tablet driven electronic visitor registration system.

The meeting was adjourned by Jodarsky at 10:47am.

Submitted by:  
PAUL HANAN  
C.O.A. Secretary

**Consolidated Statement of Activity -Revenue & Expense  
December 31, 2026**

	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Budget</u>	<u>Variance</u>
<u>Revenues</u>			
100-40-43792-000 Senior Center Nutrition Grant	4,189.00	15,000.00	(10,811.00)
100-40-43793-000 Senior Transportation Grant	(49.89)	29,807.00	(29,856.89)
100-40-43794-000 Senior Transportation Copays	273.00	3,000.00	(2,727.00)
100-40-48220-000 Senior Center Rent	(100.00)	425.00	(525.00)
100-40-48500-000 Donations To Senior Center	25.00	0.00	25.00
Total Revenues	5,658.14	48,232.00	(42,573.86)
<u>Expenses</u>			
100-40-54600-110 Senior Center Salaries	1,643.22	11,919.00	10,275.78
100-40-54600-120 Senior Center Wages	3,058.41	19,327.00	16,268.59
100-40-54600-130 Senior Center Health & Life Insurance	861.62	5,964.00	5,102.38
100-40-54600-133 Senior Center Other Employee Benefits	250.00	1,500.00	1,250.00
100-40-54600-220 Senior Center Utilities	796.62	17,000.00	16,203.38
100-40-54600-310 Senior Center Office Supplies	15.00	1,500.00	1,485.00
100-40-54600-312 Senior Center Tickets and Transportation	2,990.40	0.00	2,990.40
100-40-54600-313 Senior Center Donation	0.00	0.00	0.00
<u>Expenditures</u>			
100-40-54600-320 Senior Center Publication Fees	0.00	1,000.00	1,000.00
100-40-54600-330 Senior Center Conferences and Training	0.00	500.00	500.00
100-40-54600-340 Senior Center Operating Supplies	1,251.30	2,500.00	1,248.70
100-40-54600-360 Senior Center Other Repairs & Maintenance	0.00	2,000.00	2,000.00
100-40-54600-390 Senior Center Miscellaneous	0.00	0.00	0.00
100-40-54600-501 Senior Center Social Security	364.10	1,937.00	1,572.90
100-40-54600-502 Senior Center Medicare E SS	85.08	453.00	367.92
100-40-54600-510 Senior Center Insurance Premiums	0.00	1,845.00	1,845.00
100-40-54600-650 Senior Center WRF 600	179.18	858.00	678.82
100-40-54610-110 Senior Center Transportation Salaries	1,643.22	11,919.00	10,275.78
100-40-54610-120 Senior Center Transportation Wages	2,771.79	20,357.00	17,585.21

100-40-54610-130 Senior Center Transportation Health & Life Insurance	861.62	5,769.00	4,907.38
100-40-54610-330 Senior Center Transportation Conferences and Training	0.00	0.00	0.00
100-40-54610-350 Senior Center Transportation Vehicle Maint & Parts	0.00	6,000.00	6,000.00
100-40-54610-390 Senior Center Transportation Miscellaneous	198.75	250.00	51.25
100-40-54610-501 Senior Center Transportation Social Security	344.66	2,001.00	1,656.34
100-40-54610-502 Senior Center Transportation MedicareE SS	80.60	468.00	387.40
100-40-54610-510 Senior Center Transportation Insurance Premiums	0.00	2,550.00	2,550.00
100-40-54610-650 Senior Center Transportation WRF 600	179.18	858.00	678.82
100-40-54620-110 Senior Center Nutrition Salaries	1,643.22	11,919.00	10,275.78
100-40-54620-120 Senior Center Nutrition Wages	2,850.78	20,888.00	18,037.22
100-40-54620-130 Senior Center Nutrition Health & Life Insurance	861.62	5,769.00	4,907.38
100-40-54620-390 Senior Center Nutrition Miscellaneous	0.00	0.00	0.00
100-40-54620-501 Senior Center Nutrition Social Security	339.61	2,034.00	1,694.39
100-40-54620-502 Senior Center Nutrition MedicareE SS	79.80	476.00	396.20
100-40-54620-510 Senior Center Nutrition Insurance Premiums	0.00	1,000.00	1,000.00
100-40-54620-650 Senior Center Nutrition WRF 600	179.18	2,362.00	2,182.82
Total Expenses	<u>19,966.76</u>	<u>162,923.00</u>	<u>142,956.24</u>
Excess Revenue Over (Under) Expenditures	<u>(14,308.62)</u>	<u>(114,691.00)</u>	<u>(185,530.10)</u>