



# East Lansing Seniors' Commission

Quality Services for a Quality Community

## COMMISSION MEMBERS

Kathy Bouchard-Wyant  
Robbie Jameson  
Babs Krause  
Judy Labovitz  
Bob Nelson  
Kenny Wirth  
Mark Meadows, Chair  
Brittany Pazdan, Vice-Chair  
Marcia Van Ness

**City Council Liaison**  
George Brookover

**Staff Liaison**  
Lisa Richey

**PRIME TIME  
SENIORS' PROGRAM**  
819 Abbot Road  
East Lansing, MI 48823  
(517) 337-1113  
[www.ELPrimeTime.com](http://www.ELPrimeTime.com)

**May 1, 2023, Meeting Minutes**  
**East Lansing Community Center**  
**819 Abbot Rd.**

### 1) **Call to Order and Roll Call**

The meeting was called to order at 1:06 p.m.

Commission members present: Robbie Jameson, Judy Labovitz, Kathy Bouchard-Wyant, Mark Meadows, Brittany Pazdan, Marcia Van Ness.

Commission members absent: Babs Krause, Bob Nelson, Kenny Wirth.

Also in attendance were Council Liaison, George Brookover; Staff Liaison, Lisa Richey; and guests, Janet Lee and Carol Brownell.

### 2) **Approval of Agenda**

Jameson moved, Pazdan seconded. Jameson asked for discussion of a strategic plan to be added to the agenda. Meadows asked for it to be added to New Business for the June commission meeting. The agenda was unanimously approved.

### 3) **Approval of Minutes of the April 10, 2023 Commission Meeting**

Jameson moved, Pazdan seconded. Jameson requested a formatting change to the minutes as well as the identification of Mark Meadows as the requester of a group to look at space equity at Hannah in the form of a Facilities Department. The minutes were unanimously approved.

### 4) **Communications**

- **Guests:** None
- **Chairperson:** Meadows asked commissioners to look at the State Plan on Aging in preparation for the June 1, 2023 Commission Meeting.
- **Council Liaison:** Brookover shared an update on the current budget process and some details about favorable financial outcomes from taxing revenue and a pending lawsuit for the city.



# East Lansing Seniors' Commission

---

Quality Services for a Quality Community

- Meadows answered Bouchard-Wyant's question about the state of pensions in the city.
  - Meadows asked Brookover about the quality of the budget presentation this year in the absence of a permanent finance director; Brookover said it has been an excellent presentation.
  - **Interim Director:** Richey announced that she is setting up interviews for the program planner and recreational specialist positions. Richey reported that classroom space and parking continue to present problems for Prime Time participants. She advertised the Ageism Workshop taking place on May 9 here at the community center.
- 5) **Old Business**
- A) **State Plan on Aging**
- Richey updated the Commission on the aging agencies mentioned in the ordinance establishing the Seniors' Commission and referenced the Michigan State Plan on Aging as another resource for consideration as the Commission develops a strategic plan.
  - Labovitz said a description of the various Michigan government organizations related to aging issues would be helpful. Meadows suggested that be included in an orientation packet for new commission members.
  - Jameson asked if the senior residents of Falcon Pointe had been before the Seniors' Commission. Meadows and Brookover shared the history and an update of Falcon Pointe.
- B) **2024 Budget Recommendation**
- Bouchard-Wyant asked for information about the budget line item identified as intergovernmental revenue; Meadows explained the discrepancy between the FY2023 budget and the FY2024 budget is based on a misunderstanding of whether Prime Time qualifies as a senior center.
  - The commission spoke about the proposed Prime Time budget.
  - Bouchard-Wyant moved to support the Resolution in Support of the Proposed 2023-2024 Budget



# East Lansing Seniors' Commission

---

Quality Services for a Quality Community

Submitted by the Department of Senior Programs,  
Labovitz seconded. The motion carried.

## C) **Survey Contacts**

- Labovitz reached out to Bob Rowe at MSU for survey resources, who put her in touch with Janet Lillie. Clare Luz was named as a resource by Janet Lillie.
- Jameson shared that MSU's Institute for Public Policy and Social Research (IPPSR) can help Prime Time conduct a survey.
- Bouchard-Wyant talked about accessing a former AARP survey and using that to inform a Prime Time survey.
- Jameson talked about using a survey to help form a strategic plan.
- Brookover spoke about Mark Grebner's ability to share contact information of voters by age in East Lansing and the importance of knowing which questions to ask in a survey.
- Pazdan spoke about using Age Alive as a resource for surveys.
- Meadows talked about developing survey questions and modes for distribution. Brookover talked about phone surveys and focusing on producing valid results.
- Bouchard-Wyant said the commission can start working on a strategic plan before a survey goes out.
- Meadows talked about the new members of the commission getting trained in Robert's Rules. Brookover mentioned that the Michigan Municipal League does trainings on Robert's Rules.

## 6) **New Business**

### A) **Local Agencies Representing the Aging Population**

- Richey will distribute the schedule for the MI Commission on Services to the Aging for anyone who would like to get involved.

### B) **Resolution to Rename the Prime Time Art Studio on Honor of Kelly Arndt**

- Moved by Pazdan, seconded by Labovitz. Motion carried.



# East Lansing Seniors' Commission

---

Quality Services for a Quality Community

## 7) **Commissioner Comments**

- Bouchard-Wyant gave an update on speaking with the East Lansing High School athletic director about opening the track. Brookover said he will look for a policy about use of the track.
- Van Ness said she'd like to cover the role of the commission, goals, operation in relation to other agencies.
- Meadows and Bouchard-Wyant talked about advertising local events online.

Pazdan left at 2:40 p.m.

## 8) **Adjournment**

The Chair adjourned the meeting at 2:45 p.m.