



East Lansing Seniors' Commission

Quality Services for a Quality Community

COMMISSION MEMBERS

Kathy Bouchard-Wyant
Carol Brownell
Robbie Jameson
Judy Labovitz
Bob Nelson
Mark Meadows, Chair
Marcia Van Ness
Vacancy
Vacancy

City Council Liaison
George Brookover

Staff Liaison
Emily Hanson

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

October 2, 2023, Meeting Minutes
East Lansing Community Center
819 Abbot Rd.

- 1) **Call to Order**
The meeting was called to order at 1:00 p.m.
- 2) **Roll Call**
Commission members present: Kathy Bouchard-Wyant, Carol Brownell, Robbie Jameson, Judy Labovitz, Mark Meadows, Bob Nelson, Marcia Van Ness.
Commission members absent:
Also in attendance were Council Liaison, George Brookover; Staff Liaison, Emily Hanson

Meadows arrived at 1:20 p.m.
- 3) **Approval of Agenda**
Nelson moved, Jameson seconded. The motion passed.
- 4) **Approval of Minutes of the September 11, 2023, Commission Meeting**
Nelson moved, Jameson seconded. The motion passed.
- 5) **Communications from Guests**
- 6) **Communications**
 - **Council Liaison Update**
Brookover shared that Robert Belleman was sworn in and began working as City Manager on September 25th, and that a meet and greet will be occurring in the coming weeks. He also provided more information regarding item 5.1 on the October 3rd City Council agenda. After sharing his update, Councilperson Brookover left the meeting at 1:12 p.m.
 - **Chairperson:**
Meadows shared that Commissioner Pazdan resigned, meaning that a new Vice-Chair will need to be appointed, and two vacancies must now be filled. Meadows let the commission know that there have been two applicants for these vacancies, and that they will both be interviewed in the next month. Commissioner



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Labovitz asked Meadows if there was any update on the renaming of the Art Studio. Meadows shared that there was none at this time. Commissioner Jameson asked if the commission should prepare for the city council liaison to change after the elections, and Meadows shared that as Councilperson Brookover is not up for re-election, his liaison-ship will likely not change.

- **Prime Time Staff:**

Hanson shared that the previous month has gone smoothly in the absence of an official director. Class enrollment and attendance has not changed, and space allocation continues to be a challenge. Hanson added that the winter programming newsletter is almost complete and includes larger-scale events that participants and members have been requesting. Chairperson Meadows asked if there was any update on the director hiring process, and Hanson shared that nothing has changed at this time.

7) **Old Business**

A) **Art Studio Renaming**

Discussed previously during Councilmember Brookover's update. Meadows and Gooderis will communicate with City Council after the November election.

B) **Strategic Plan and Senior Summit**

- Commissioner Bouchard-Wyant updated the commission on the strategic plan and shared that a representative from AARP will attend the November meeting to aid in creating a survey.
- Commissioner Jameson asked for clarification on the survey process, and Chairperson Meadows explained that in the past, the survey was created in-house and was then shared with the city staff and manager.
- Chairperson Meadows turned to a discussion about the need for greater communication with city staff and community members. Commissioner Jameson suggested inviting MSU community members to monthly meetings as well as sending meeting dates to area publications. Commissioner Bouchard-Wyant suggested making sure that meeting updates/surveys were included in citywide



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communications. Commissioner Brownell suggested looking at other forms of city-wide communication to find ideas for advertising Senior Commission meetings and other business.

8) **New Business**

Commissioner Jameson shared her interest in expanding or renovating the art studio and asked about ways to pursue this. Chairperson Meadows gave clarification regarding the historical nature of the Hannah Center.

9) **Commissioners' Comments**

- Commissioner Bouchard-Wyant asked about where the community resource guide should be posted once completed. Commissioner Jameson suggested that the Prime Time website be updated and asked about the process to make that happen. Chairperson Meadows shared that website updates are performed by the city's IT/Communications department, and usually not by department staff themselves.
- The Commission expressed interest in sending a letter to former Commissioner Pazdan to express their gratitude. Hanson agreed to write and send the letter.

10) **Adjournment**

The Chair adjourned the meeting at 2:30 p.m.