

GAHANNA ACTIVE SENIOR ADVISORY COMMITTEE

December 16, 2025

CALL TO ORDER

I. Sherwood (hereafter referred to as GASAC), called the GASAC meeting to order on December 16, 2025, at 3:01 p.m. at the Gahanna Senior Center.

ATTENDANCE

Advisory Committee Members

Present:	Nancy Bosaw	Phia Dimofski	Rae Dunlap
	Patrick Kane	Bruce Massau	Isobel Sherwood
	Donna Simmons		

Absent:

Guests And Staff: Present: Stephania Ferrell, Director of Parks and Recreation; Brian Gill, Recreation Superintendent; Annette Baxter, Recreation Supervisor; Lauren Gregory, Recreation Coordinator; and Ken Shepherd, member of Parks and Recreation Board (hereafter referred to as P&R Board)..

APPROVAL OF MINUTES

B. Massau made a MOTION to approve the July 15, 2025, minutes; seconded by N. Bosaw.

Motion carried by the following vote

Motion to approve – all were in favor

ADDITIONS OR CORRECTIONS OF THE AGENDA

None

OLD BUSINESS

New Member Social

Sherwood explained that she thought the October New Member Social went well. P. Kane asked if the attendees seemed like they would be active members. Sherwood explained that she did not remember how many people came, but they all seemed like they want to be very involved. P. Dimofski explained that there were about 20 people who attended, and they all seemed to enjoy the social. Sherwood explained that she has seen some of the attendees at other events which is promising.

Sherwood explained that GASAC can host another social in 2026 and they can wait until January to plan the next social. R. Dunlap asked if the next social should be held off until the new building opens. Sherwood explained that GASAC members can discuss dates during the January meeting.

Dunlap explained that it was difficult to identify new members at the social. Dunlap asked if name tags could be provided at the next new member social. A. Baxter explained that staff can provide name tags for the next social.

NEW BUSINESS

Online Registration

L. Gregory explained that she wanted to talk with GASAC and get their opinion on the process of online registration. Gregory explained that the first online registration had been somewhat successful, but she wanted to hear if GASAC members had any additional feedback to make the process better for the next time. Gregory explained that March and April registration will only have free programs online with paid programs still being in person. Sherwood explained that keeping just free programs online is a good idea so people can still get used to the process before paid programs go online.

A. Baxter asked if anyone had any addition feedback. Dunlap explained that once she was able to log into her account, the rest of the process was easy. Sherwood explained that the layout of the program caused some confusion because the add to cart button was in a confusing part of the screen. Sherwood explained that staff should emphasize the layout of the screen, so people are more comfortable with the check out process.

Massau explained that a laptop was easier to use than a phone. Dimofski asked if there is an information sheet with log in and check out instructions. Gregory explained that there is a sheet available to pick up in the office.

Sherwood asked how many people were registered for the educational classes. Gregory explained that a total of 100 people attended the Online Registration 101 classes. Sherwood asked if in person registration is available to people without phones or computers. Baxter explained that the Senior Center will always offer in person registration to accommodate people without devices.

Dunlap asked how many people were able to successfully register online. Gregory explained that over 40 people registered online. Gregory explained that some people had staff help to register online.

Dimofski asked if staff can set up reminders to get automatically sent out to remind people of what they registered for. Gregory explained that staff do not have that set up yet but can try to do something similar in the future.

Kane explained that many members are unaware of the programs offered at the Senior Center. Kane asked how many members are signed up to receive the weekly newsletter. Gregory explained that the newsletter is sent out from the marketing department, so Senior Center staff are unable to see how many members are signed up for the weekly email.

Kane asked if more programs can be advertised on more bulletin boards. Baxter explained that staff regularly update the main bulletin board and are still trying to find the best way to communicate with members.

Sherwood asked staff to explain the interaction between Senior Center staff and the marketing department. Sherwood explained that there have been some issues in recent spotlights including many typos. Baxter explained that staff work very hard to check all published items, but there are typos sometimes. Baxter explained that staff work hard to make sure that dates and time are correct. Gregory explained that she sends over all content to the marketing department then they format items and publish them.

S. Ferrell explained that Parks and Recreation staff do not have the time or the proper skill set to do the work of the marketing department. Ferrell explained that the marketing department works hard to make sure all city marketing is uniform. Ferrell explained that staff are exploring the idea of sending the spotlight somewhere else to be printed rather than printing in house.

Kane asked if there is a page number limit and if it would be possible to increase the number of pages to make the spotlight more legible. Baxter explained that the spotlight is formatted to match the formatting of other Parks and Recreation materials, so the spotlight is somewhat limited in format changes. Baxter explained that the marketing for the Senior Center has improved overall, and staff are always trying to look for other ways to change marketing to make it better.

B. Gill explained that the spotlight is already formatted with larger font sizes and other changes to make it more legible. Gill explained that due to the way the spotlight is printed, it is not possible to only add one page of content. Gill explained that staff typically must add at least 4 other pages of content due to the way the spotlight is printed.

Kane asked if it would be better to have paid advertisement in the spotlight to help take up space. Gill explained that the spotlight used to have advertisements, but it changed to make the formatting easier to read.

Kane explained that many people did not receive their spotlights before registration and were frustrated that they had to pick up copies from the Senior Center. Gregory explained that December is a shortened month because of the winter closure, so there is a much shorter turnaround time to get the January and February spotlights printed and mailed. Gregory explained that staff have copies available at the Senior Center and put announcements in the newsletter to help make members aware that spotlights are available.

Sherwood asked if it is possible to make sure the spotlight is sent out in a more timely manner before paid programs move to online registration so people do not get waitlisted for programs. Baxter explained that staff will continue to slowly transition to online registration to make sure the process works for everyone.

Kane explained that he has noticed recently that programs are scheduled at the same time as other programs and asked if it was possible only have one large program going on at a time. Gregory explained that to properly program the Senior Center, there will have to be multiple programs happening at once. Gregory explained that staff will do a better job of making sure very large programs do not overlap.

End of Year Recap

Baxter thanked all the GASAC members for their participation and help throughout the year.

Building Clean Out

Baxter explained that staff are slowly getting ready to move to the new building by cleaning out items in the shed and the art room. Baxter asked members to help by taking home personal items that will not be moved over to the new building.

Bosaw explained that the art group has been going through the art room to get rid of items. Baxter explained that staff will continue to slowly work through the art room and the rest of the Senior Center.

Massau asked if there is a specific deadline for items to be removed from the Senior Center. Baxter explained that she communicated with the art groups, and they were told to have items removed by 12/19.

Dimofski asked if there is a projected move in date for the new building. Ferrell explained that there is not a set projected move in date yet. Ferrell explained that Director Kevin Shultz presented at city council earlier in the month and discussed the progress in the building. Ferrell explained that the building is in the final stages of completion and should be open sometime in the spring.

Dimofski asked who will be moving to the building first. Ferrell explained that the move-in plan has not been finalized yet but will require a lot of coordination.

DIRECTOR'S REPORT

Ferrell presented the Director's Report which is attached to this document. Ferrell explained that this document is given to the P&R Board every month and gives a report of department activities. Ferrell thanked the members of GASAC for their participation and creative ideas for improvements at the Senior Center.

Ferrell highlighted that the Academy Park Mountain Bike Trail received a 2nd place award through the Ohio Parks and Recreation Association.

Gill explained that the budget for 2026 operational supplies has been approved by council. Gill explained that the budget included 3 new positions at the Senior Center: 1 full time administrator and 2 part-time front desk staff members. Gill explained that the full-time administrator will take on all front desk and administrative related tasks and the part-time staff will be hired to help with day-to day operations.

Kane asked if hours will be extended to host evening events in the new building. Baxter explained that there will be evening programming offered in the new building.

Kane asked if there are more volunteer opportunities available for members and if there is a way to advertise opportunities for members to volunteer. Baxter explained that she is working on a volunteer policy to be rolled out next year, so volunteer opportunities will be increasing in the new building.

SUPERVISOR REPORT

Baxter explained that there are currently 575 members.

MEMBER COMMENTS

Dimofski explained that she is very excited for the new building to open.

Dunlap asked If staff are still receiving feedback from the surveys they put out. Gregory explained that staff are still receiving surveys and feedback and using that to help build programs for the new building.

Kane asked if staff follow up with members when they submit suggestions or comments. Gregory explained that most feedback is anonymous, so they are unable to follow up.

Bosaw explained that Casino Night was very full and not everyone got a chance to play games. Bosaw asked if it is possible to get more games in the future. Baxter explained that the casino company is expensive, so it would cost members more to attend if there are more games.

D. Simmons explained that she and the P&R Board appreciates the members of GASAC for serving on the board. Simmons explained that the members of GASAC all help contribute to the Senior Center and the P&R Board is very thankful for them.

VISITOR COMMENTS

None

NEXT MEETING: January 20, 2026, at 3 p.m.

ADJORNMENT: 3:53 p.m.