



Trustee Memo

Meeting Date: 3-2-26

Memo Date: 2-17-26

To: Village Board

From: Cindi Kelm-Nelson, Village President

Subject: Colonial Club Agreement and Deliverables

Background/Overview

Since 2024, we've been working to refine our MOU, clarify deliverables, and improve how our contracted senior services are communicated to residents. This past fall, in collaboration with the Colonial Club, we jointly edited the MOU and in January met to review once again. We also invited the Town of Cottage Grove leadership to that meeting to discuss recommendations for strengthening communications to area seniors.

The goal of these updates in the attached documents is to clearly set expectations. You'll notice the deliverables are written more broadly and do not include fixed numerical benchmarks. This was intentional. We agreed that because resident demographics and needs shift from year to year, our benchmarks must remain flexible as well. The Colonial Club will continue to provide an annual update, with numbers, each fall as part of the Village's service provider review process.

Village residents can find information about Colonial Club on the new Village webpage and newsletter, by picking up copies of *The Courier* at Village Hall or by visiting the Colonial Club website.

Village Website: www.vi.cottagegrove.wi.gov/1078/Senior-Services

Newsletter: www.vi.cottagegrove.wi.gov/1046/Village-Explorer---Monthly-Newsletter

Courier Online: mycommunityonline.com/organization/colonial-club-senior-activity-center

Colonial Club Website: www.colonialclub.org/

Trustee Request/Recommendation

Approve changes to Colonial Club MOU as presented.

Attachments

1. Revised MOU
2. Revised Deliverables