

## Milford Council on Aging Meeting Minutes

*Monday January 12, 2015, 5:30 p.m.*

Call to order: Meeting was called to order at 5:30pm by Lillian Holmes.

- 1. Election of Officers:** Janice Jackson asked that we proceed with the election of officers for the new year. Dick Dowin made a motion to nominate Lillian Holmes as chairperson. Phil seconded the nomination. The motion was approved. Cynthia DeLuca made a motion to elect the same officers this year. Dick seconded the motion. The motion passed. Officers for 2015 are:

Chair: Lillian Holmes

Vice Chair: Cynthia DeLuca

Treasurer: Michael Petrucelli

Secretary: Terry Nolan

Lillian wished a Happy New Year to the board and staff.

- 2. Roll Call:** Board Members Present: Lillian Holmes, Dr. Philip Caporusso, Cynthia DeLuca, Michael Petrucelli, Doreen Fontana, Richard Dowin, Terry Nolan  
Absent: Shirley Serrano, Judge Beverly Streit-Kefalas

BOA Liaisons: Dora Kubek

Staff: Janice Jackson, Mary Allen Heerema, Amanda Barry, Geri Dichkewich, Jim Convery

- 3. Approval of Agenda:** Phil Caporusso made a motion to change the order of the agenda, moving item 10 to item 3. Doreen seconded the motion. The agenda was approved.
- 4. New Business:** Presentation by the Milford Young Women's Club. The members create 15 healing shawls for the Senior Center. Dr. Telka diFate, President of the club and members Anna and Christina presented the shawls.
- 5. Chairman's Report and Correspondence:** No chairman's report. Lillian said that the following board members had been reappointed for another term ending 2016: Lillian Holmes, Dr. Philip Caporusso, Michael Petrucelli, and Judge Beverly Streit-Kefalas  
  
Janice Jackson reported on correspondence received including the rest of the grant from Meals on Wheels and a thank you from the United Way for recent donations.
- 6. Minutes:** Lillian entertained a motion to approve the December 8th meeting minutes. Phil made a motion, Doreen seconded. The motion to approve the minutes prevailed.
- 7. Treasurer's Report:** The Treasurer's Report was presented by Mike Petrucelli and Phil Caporusso. Cynthia made a motion to accept the Treasurer's report and Mike seconded the motion. The report was referred to the Finance Committee following the prevailing motion.

- 8. Committee Reports:**

- a. **Personnel Committee:** No meeting and no report.

**b. Finance Committee: No meeting and no report.**

**9. Old Business:** No old business

**10. Executive Director's Report:** Janice Jackson reviewed her written report furnished to the Board. Lillian asked about the volunteer from the Bureau of Rehabilitation Services. Janice explained that this person would work with the Ahrens Program.

**11. New Business:**

- a. Auditor Recommendations - Janice Jackson reviewed the recommendations from Michael Solakian, CPA after his yearly audit of the Senior Center. The recommendations and ways to implement those recommendations were discussed. Phil asked if the staff could follow up with Mr. Solakian on what he felt the Audit Committee should be tasked with. Mary Allen Heerema said she would follow up.**
- b. Water Coolers - Janice said they did a test of a new water cooler. They did have some complaints and the new water cooler was not the same quality as the ones they are leasing. Mary Allen recommended that they continue to lease.**
- c. Board Committees - There was discussion of the board committees for the new year. The committees will be:**

**Personnel Committee: Chair Cynthia DeLuca; members: Dick Dowin, Terry Nolan**

**Finance Committee: Chair Philip Caporusso; members: Michael Petrucelli, Shirley Serrano, Doreen Fontana.**

There being no other business before the Board, the meeting adjourned at 6:28 P.M.

Respectfully submitted

**Terry Nolan, Secretary  
Milford Council on Aging  
Board of Directors**