

Milford Council on Aging Meeting Minutes

March 11, 2013

In Attendance: Cynthia DeLuca, Vicki Battle, Phil Caporusso, Shirley Serrano, Beverly Streit-Kefalas, Mike Petrucelli and Dick Dowin.

Absent: Lillian Holmes, Terri Amann

Aldermanic Liasons: Paula Smith and Bryan Anderson

Also present were Janice Jackson and other staff members of the Senior Center

Due to the Chairman's absence, the meeting was called to order by the Vice Chairman Cynthia DeLuca at 5:30 p.m. and roll call was taken.

Due to the weather related cancellation of the February 11th board meeting, the Vice Chair entertained a motion to approve the January 14th minutes. Motion made by Dick Dowin. Seconded by Shirley Serrano. Motion prevailed.

Beverly Streit-Kefalas asked for correction /changes in the approval of the agenda and committee appointments January 14th meeting. (pg. 2)

Chairman's Report:

Janice Jackson read a letter from the Estate of Phyllis Jenson containing a donation of \$1,000.00 to the Milford Senior Center.

Janice acknowledged the receipt of a letter from the New Haven County Marshall's Association for \$500.00 in memory of Robert Hardiman.

Treasurers Report:

Phil Caporusso, Chairman of the Finance Committee questioned how many days the center was closed due to the blizzard? The Centers' closing dates were discussed. Phil questioned the unusual allocations in the operating account? Mary Steinmetz, Program Director explained how the separations were held for specific activities for better tracking. It was decided that it was a good idea. The Vice Chair motioned to accept the Treasurers Report. The motion was made by Dick Dowin and seconded by Shirley Serrano. After no more questions or comments, the Vice Chair referred the Treasurer's Report to the Finance Committee.

Committee Reports:

Personnel Committee: No meetings

Finance Committee: Chairman, Phil Caporusso reported there were no meetings however, Phil explained that he attended the Board of Finance meeting with Janice Jackson and Mary Allen Heerema. A Board of Finance member suggested that the Senior Center charge a fee for classes.

Old Business:

Mary Steinmetz handed out copies of the new trip policy. Phil questioned this policy as a stand alone policy? Cynthia questioned whether it is given to members when they sign up for trips? There was a discussion concerning the issue/occasion that generated this policy and how three quarters of the travelers are repeats. This will eliminate the need to distribute the Trip Policy out each trip. It was discussed and decided that the updated policy would be left in the travel office as a separate policy. Shirley Serrano stated that in previous Minutes the Trip Policy would be included in the Transportation Brochure.

Executive Directors report:

Janice Jackson reported the receipt of a check of a donation of \$500.00 from the New Haven Marshall's Association in memory of Robert Hardiman. The monies were designated for the Milford Food Bank. There was a discussion about the low participation in a few classes. The current course was agreed upon. The presentation of Pickle Ball was discussed. A donation of \$2,500.00 was donated to the Milford Food Bank by the Milford Lions Club

New Business:

Janice discussed a call she received from Mayor Blake regarding a letter from a member requesting additional handicapped parking. It was suggested that the Center pick the particular member up and she can be dropped off at a side door close to the card room where she plays Bridge. Discussion included adding more handicapped parking on the corner of High Street and Jepson Drive. Janice discussed this issue with the Community Development Block Grant Coordinator, Tom Ivers. Tom mentioned the foot traffic from two nearby schools and the train station. Paula Smith brought up possible safety issues and suggested that Janice contact the Traffic Division at the Police Department concerning handicapped parking spaces in that location. Cynthia DeLuca mentioned the stop sign issue as a possible liability due to the fact, some drivers do not stop. With further discussion about how to accommodate the member with current parking options which are limited to a first come first serve basis. All agreed to table the issue.

Janice brought forward a request for a birthday celebration for a member. The member offered to provide food and entertainment and the Senior Center could sell ticket for her party. General discussion was about setting a precedent going into party planning /hosting, staff costs, private events, coverage, insurance requirements and staff and safety issues. It was decided that the Center would decline the request and that a letter would be sent to the member.

The revenue increase was brought up by Phil Caporusso. He spoke of class donations of \$11,000.00 and the deficit projections and increases. It was discussed about which classes require a fee, how fixed income affects memberships. Mary Steinmetz explained how free will offerings are collected in plastic containers per class. Concerns about staying community based. Member income status was discussed along with age verses class donations. Phil asked about donations increasing our insurance. After further discussion it was determined that our current members could not afford to pay a fee for classes.

Correspondence:

Janice read a nice thank you letter from Mrs. McGuinness concerning how impressed and pleased she is with the Ahrens program for her husband. The Center received a note from Natalie Cash, daughter of Lucy Townsend. The appreciative letter was included as part of the United way review and included in the March, 2013 bulletin.

The Center received a billing statement from the United Way of Milford for a contribution of \$150.00 towards a new Needs Assessment.

Vice Chair brought up a thought (New Business) of the Bridges...A Community Support System campaign to sell bricks referencing the Ahrens program and St. Ann's brick commemorative sidewalks. It was discussed as a thought for fundraising. Judge Beverly brought up the painted tree in the Parsons Complex and Vicki mentioned the idea of a brick patio around the Senior Center flag pole. The Vice Chair asked for any other items of New Business? Hearing none, Cynthia entertained a motion for adjournment. The motion was made by Dick Dowin and seconded by Mike Petrucelli. Motion prevailed.

The meeting adjourned at 6:33 p.m.

Respectfully submitted,

Vicki Battle, Secretary
Milford Council on Aging