Milford Council on Aging Meeting Minutes, Monday, March 9, 2019, 5:30 p.m.

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

1. **Roll Call:** Board Members Present: Lillian Holmes, Dr. Philip Caporusso, Shirley Serrano, Dick Dowin, Benjamin D. Gettinger, Mary Beth Stickley, Doreen Fontana

**Absent-** Linda Stephenson, Gloria Lanna

Staff: Leonora C. Rodriguez, Executive Director, Amanda Berry Program Director, Alphia Roberts Bookkeeper, Liz Kassay HR Manager, Wendy Ferraro Kitchen Manager

 Aldermanic Liaisons: Ward Willis

1. **Approval of Agenda:** Lillian made a motion to approve the agenda. Shirley made the motion and Doreen seconded. The motion prevailed.
2. **Minutes:** December special Meeting on 12/30/The Chair entertained a motion to adopt the minutes. Phil made the motion and Shirley seconded. The motion prevailed.
3. **Minutes**- February 10, 2020 minutes: Lillian entertained a motion to adopt the February minutes. Phil made the motion and Doreen seconded. The motion prevailed.
4. **Chairman’s Report and Correspondence:**

A copy of the safety deposit box needed a signature for renewal. Would discuss later under new business.

The Center received generous scholarship donations from the Garofalo family and the Irish Heritage Society. Thank you notes needed to be signed.

1. **Treasurer’s Report:** Doreen read the submitted treasurer’s report prepared by Phyllis Leggett.

Phil questioned page 7 regarding the mini-lunch and donations (line 4020). He noted that the numbers didn’t jive and suggested a paper trail was necessary to document donation amounts. Noted, it was a work in progress and would refer the report to the finance committee. Phil made the motion to refer the report to the Finance Committee and Doreen seconded. The motion prevailed.

1. **Committee Reports:**
	1. Personnel: No Report/No Meeting
	2. Finance: No Report/No Meeting
	3. Strategic Planning Committee- Next meeting to take place Friday, March 13th at noon. Gala meeting at 1:00 p.m.
2. **Old Business:** Nothing to review
3. **Executive Director’s Report:** Leonora Rodriguez reviewed her submitted written report. Also discussed were cleaning protocols and procedures to address Covid 19.

The Chair noted that the Executive Director’s Report would be filed.

 **10. New Business:**

 a. **Voting on Senior Center Logo Contest-** Amanda shared 43 entries for the contest. The board reviewed all entries.

 Kevin Hall’s logo was the winning entry. He will receive a $100.00 cash prize.

 Participants will receive a thank you note for their submissions. The Center will search for a merchant to

 create the logo for hats and tee shirts.

b. **Safety Deposit Box** - Discussion centered around the necessity of needing the box at all.

 Lillian entertained a motion to cancel the safety deposit box. Phil made the motion and Shirley seconded. The motion

 prevailed.

1. **Check signers-** Leonora requested to have one more board member to have the authority to sign checks.

 Lillian entertained a motion to authorize Phil to sign checks when need. Ben made the motion and Doreen seconded.

 The motion prevailed.

 The Chair made the motion to adjourn the meeting at 6:50. Phil seconded, and the motion prevailed.

 There being no other business before the Board, the meeting adjourned at 6:50 pm.

 Respectfully submitted

Mary Beth Stickley, Secretary, Milford Council on Aging Board of Directors