Milford Council on Aging Meeting Minutes, Monday, June 8, 2020, 5:30 p.m.

**Call to order:** Meeting was called to order by Lillian Holmes at 5:47 p.m. The meeting was conducted through the Zoom platform. Participants connected via computer.

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

Absent: Benjamin D. Gettinger, Linda Stephenson, Doreen Fontana, Gloria Lanna- attempted numerous times to join meeting

Staff: Leonora C. Rodriguez, Executive Director, Liz Kassey, H.R. Director, Phyllis Leggett, Bookkeeper

Aldermanic Liaison: Ward Willis

1. **Approval of Agenda:** Lillian entertained a motion to approve the agenda. Phil made the motion and was seconded by Dick. The motion prevailed.
2. **Minutes**- Lillian entertained a motion to adopt the May minutes. Shirley made the motion to approve the changes and Phil seconded. The motion prevailed.
3. **Chairman’s Report and Correspondence:** Lillian informed members that for the record, she had received 2 communications from the Center’s staff. She noted she would share the contents later with personnel.

New correspondence at this time – Leonora shared she had received positive feedback from Center participants and community members.

1. **Treasurer’s Report:** Phil read the May report. The Board discussed renewing the CDARS account for one more quarter to allow the finance committee to research possible other interest-bearing accounts. Phil made the motion to renew and Dick seconded. The motion prevailed.

Philbrought up the operating error noted from the April meeting. Phyllis had taken over the issue and assured it had been corrected. Food Bank donations were discussed. Lillian noted to refer the report to the Finance Committee. Shirley made the motion and Phil seconded. The motion prevailed.

1. **Committee Reports:**
   1. Personnel: We are dealing with some personnel issues, that we are further looking into, before filing our report.
   2. Finance: No meeting/no report
   3. Strategic Planning Committee: No meeting/no report
2. **Old Business:** None
3. **Executive Director’s Report:** Leonora Rodriguez reviewed her submitted written report. She noted she completed 4 grants and is awaiting response.
4. **New Business:**
   1. May 5th-6th Greater Give fundraiser results- The 36- hour fundraising drive brought in total donations of $1,920.02.
   2. Leonora reviewed the highlights of her Mini-Lunch Survey. She noted she would send the results to the Board.
   3. Senior Center reopening- Leonora shared the framework of her well thought out reopening plan. An extensive discussion followed, focused on the safety, well-being, and protocols. Utilizing CDC guidelines and collaborating with the Milford Health Department to support her plan was noted. Leonora thanked everyone for their support and noted she would send a copy of the plan to the Board.

The Chair entertained a motion to adjourn the meeting. Phil made the motion, seconded by Shirley. The motion

prevailed.

Lillian thanked everyone and adjourned the meeting at 7:06 pm.

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