**Milford Council on Aging Meeting Minutes, Monday, May 10, 2021, 5:30 p.m.**

**Call to order:** Meeting was called to order by Lillian Holmes at 5:30 p.m. The meeting was conducted through the Zoom platform. Participants connected via computer and telephone.

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

Absent: Benjamin D. Gettinger

Staff: Leonora C. Rodriguez, Executive Director, Liz Kassay, H.R. Director, Phyllis Leggett, Bookkeeper, Amanda Berry, Program Director

Aldermanic Liaisons: Ward Willis, Connie Gaynor

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 April 12th minutes. Lillian thanked Shirley and Ben for their collaboration on writing the April minutes. Linda made the motion to accept the minutes and Phil seconded the motion. The motion prevailed.
3. **Chairman’s Report and Correspondence:** Lillian noted there was not anything to report. Correspondence received included an award’s letter from the State of Connecticut Department of Aging and Disability to recognize the forthcoming $2,500.00 from a State project and a thank you card was received from Eleanor Turkington.
4. **Treasurer’s Report:** Shirley read the report. Gloria questioned Item#4116 under miscellaneous. The item represented the $2500.00 grant money. Hearing no further questions or comments, Lillian requested a motion to refer the report to the Finance Committee. Phil made the motion and Dick seconded. The motion prevailed.
5. ***Committee* Reports:**
   1. Finance: No meeting/ no report
   2. Personnel: Shirley noted the need to discuss a personnel issue. Leanora noted that she tried to call everyone on the personnel committee but was unable to connect with Linda. Shirley wanted to discuss the issue in executive session. However, the agenda was not modified to reflect this change and the issue cannot be discussed. It was agreed upon that we would meet briefly after our meeting to discuss the sensitive issue.

**Old Business:** None, at this time.

1. **Executive Director’s Report:** Leonora Rodriguez reviewed her submitted written report. Connie recognized the Aldermen’s positive reaction to the Center changes. Lillian inquired as to whether Eleanor had retired or resigned. Leonora deferred to Liz and Liz stated that the letter read as a resignation. Because of Eleanor’s years at the Milford Senior Center, a little “send-off” was held. Linda asked a question about the Center's employees and if they are City employees.

The Center’s employees are not City employees. Linda also wanted to know if they have a retirement plan, which in fact the Center’s staff does have which includes a pension plan, a 403-B plan. Lillian thanked Leonora for sharing her reports.

1. **New Business**
2. **Briefing on State of CT May 19th restriction changes-** An update was shared by Leonora regarding continued wearing of masks, and the limitations for number of participants inside the Center as Milford continues to be in the red for Covid. Lillian wants the Center to offer as many services as possible as it can within the space and the parameters.
3. **Position: Transportation Supervisor-** The posting for the positionwould first be offered internally prior to offering it to the general public.
4. **Special Event-** OnMay 27th, there will be an outdoor picnic, sponsored by the United Way for 50 people to honor Older American Month. On June 27th, the Milford Sunday Concert will be held. On June 15th, Carriage Green will sponsor the group Airborne. Gloria inquired about the Zoom exercise classes. Amanda shared that the classes were going well and that people were also enjoying the classes held outside.
5. **Adjournment-** Phil made the motion to adjourn the meeting, seconded by Linda at 6:45 pm, was unanimously approved. Lillian adjourned the meeting at 6:13 pm.

Respectfully submitted,

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