

Milford Council on Aging  
Minutes, June 11, 2012

Present: Terri Amann, Dick Dowin, Cynthia DeLuca, Joyce Elwell,  
Lillian Holmes, Mike Petrucelli, and Judith Toohey.

Absent: Phil Caporusso and Vicki Battle.

Aldermanic Liaisons: Paula Smith and Bryan Anderson

Also in attendance were Janice Jackson and other staff members of the Milford Senior Center.

Chairman Lillian Holmes called the meeting to order at 5:30 p.m. and having received the minutes of the May 14, 2012 meeting, requested any changes, deletions, or additions and a subsequent motion for their adoption. Mike Petrucelli so moved and was seconded by Terri Amann. A vote was taken and the motion prevailed.

Chairman's Report:

Lillian mentioned that for the past 2-3 years the Board has not met during July and August and called for a motion to continue that practice during the current summer months. Mike Petrucelli moved that the Board will not meet during this July and August except for an emergency meeting. The motion was seconded by Judith Toohey. A vote was taken and the motion prevailed.

Correspondence:

Janice Jackson shared a letter from the Meals-on-Wheels Association of America noting that Congresswoman Rosa DeLauro signed many Mother's Day cards to be delivered to all the ladies receiving Meals-on-Wheels. Also shared was a letter from State Representative Kim Rose congratulating the volunteers at the Center's Annual Volunteer Awards luncheon. Janice also noted the Mayor's Legislative Citations to the volunteers.

### Treasurer's Report:

Treasurer Mike Petrucelli gave his report. He noted no significant differences in the general line items and mentioned that \$3500.00 was paid as the first installment for the security system. He also mentioned that a number of donations in memory of former participants in the Ahrens program were received. Lillian Holmes requested any comments or questions regarding the Treasurer's Report. There was a brief discussion by Bookkeeper, Mary Allen Heerema regarding the report. Cynthia DeLuca questioned and discussed a negative line item and in response, Mary Allen Heerema explained that there were five payrolls in May. Chairman Lillian Holmes then called for a motion for referral of the treasurer's report to the Finance Committee. Mike Petrucelli so moved and was seconded by Terri Amann. A vote was taken and the motion prevailed.

### Committee Reports:

Personnel Committee: Chairman of the Personnel Committee, Cynthia DeLuca, reported that there had been no meeting.

Finance Committee: In the absence of Chairman Phil Caporusso various members of the Finance Committee reported there had been no meeting.

### Old Business:

Cynthia DeLuca questioned the gift card allocation listed in the Social Services report. Janice Jackson replied that the gift cards were distributed in response to requests for food by members. Janice commented that the cards are Shop Rite gift cards provided to the Senior Center at a 5% discount. She discussed that some requests come from the Human Services Department and are not necessarily for senior members. Cynthia DeLuca noted that Social Services activities are up substantially from last year.

Lillian Holmes mentioned a discrepancy in the transportation report and it was discussed that the Travel Report does not reflect all activities up until the end of May. There was a brief discussion regarding a change of date for a certain trip for the purpose of clarifying the data in the report. Lillian noted she was impressed with the publicity report by Eleanore Turkington.

### Executive Director's Report:

Janice Jackson noted that she attended the monthly Social Service Network meeting. She also reported that she and social services worker, Jean Kaluzynski met with the administrator of Maplewood of Orange Assisted Living Facility. Janice also noted that she attended the monthly C-Ride meeting where members of the health department reported on various difficult situations involving elderly residents. Janice also reported Jim La Barge from Community

Publications was at the Center selling ads in the Center's monthly bulletin. Janice also mentioned that she, other staff members and Board members attended the Volunteer Awards luncheon and 90 volunteers were honored. She also reported that employees of the Health Department were at the Center to tour the facility to assess the Center as an emergency shelter.

Janice further mentioned that staff and volunteers attended the Annual Postal Workers food drive and that she attended the United Way Council of Executives meeting. She also reported that Judy Lieberman was here to interview two clients regarding an article that she is writing on hunger in the aging population. Janice also reported that she met with Pastor Fran Malafronte from Kingdom Life Church. The Pastor is interested in starting a senior center for seniors who are socially isolated. Janice also announced that Proclamations and Legislative Citations were given to three Senior Center members who are turning 100 years old this year. Further, Janice mentioned that Mike from Mike's Lock & Key will be finishing up with the installation of security cameras this week. Additionally Janice thanked Mary Steinmetz for covering during her recent bereavement leave.

Cynthia DeLuca commented she was aware of a social group that had formed at the church she attended.

Lillian Holmes requested she be informed of the dollar value of the volunteers' services as she was unable to attend the Volunteer's Luncheon. In response, Alderman Paula Smith noted that the hours were valued at \$393,000.00 as indicated on the front of the June bulletin.

Lillian requested any other questions regarding the Executive Director's Report and having heard none moved the agenda on to New Business.

### New Business:

The Shriner's donation request was discussed. There was a brief exchange between Lillian Holmes and Cynthia DeLuca regarding requests for donations. It was noted that the Board previously voted not to donate in order to avoid setting a precedent. There was a general discussion regarding the fact that funding for the Center is donated and that there is no line item in the budget for donations. Judith Toohey commented that the Center is an organization that relies on volunteers' time and donations. Terri Amann suggested that the Center contribute space in the bulletin as a means of support to organizations. Lillian Holmes requested that we write and advise that the Center cannot give financial support but would donate space in the bulletin. Joyce Elwell noted she sees no basis for authority to donate funds specifically given to the Center or allocated per grant. Lillian Holmes requested a conclusion as the matter is before the Board. It was concluded that the Center would not make donations to third party organizations.

Lillian Holmes requested any other business to come before the Board. Having heard none she then entertained a motion to adjourn. Mike Petrucelli so moved and was seconded by Terri Amann. A vote was taken and the motion to adjourn prevailed.

Prior to adjournment Lillian Holmes expressed condolences to Janice Jackson and Cynthia DeLuca on the recent loss of loved ones.

The meeting adjourned at 6:07 p.m.

Respectfully submitted,

Joyce Elwell, Secretary  
Milford Council on Aging.