



City of Milford, Connecticut
- Founded 1639 -
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**Milford Council on Aging Meeting Minutes,
Monday, January 13, 2020 5:30 p.m.**

Call to order: Meeting was called to order at 5:30 p.m. by Leonora Rodriguez.

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

Absent: Doreen Fontana

Staff: Leonora Rodriguez, Amanda Berry, Phyllis Leggett, and Jim Convery.

1. **Election of Officers:** Lillian Holmes- Chairman, Phillip A. Caporusso- Vice Chairman, Treasurer-Doreen Fontana, Assistant Treasurer- Gloria Lanna, Secretary- Mary Beth Stickley were approved by a unanimous vote.

2. **Chairman's Report and Correspondence:** Lillian welcomed all newcomers and reappointments to the committee. Lillian reviewed the 2 standing committees for new members to join.

a. Personnel Committee: Dick Dowin, Shirley Serrano, Linda Stephenson, Mary Beth Stickley.

b. Committee Chairman: Dr. Philip Caporusso Members- Benjamin D. Gettinger, Doreen Fontana, Gloria Lanna.

3. **Agenda:** Lillian entertained a motion to approve the agenda with one change, moving item #5 to item #2. Phil made the motion and Phil seconded. The motion prevailed.

4. **Minutes:** Lillian entertained a motion to adopt the November 12th meeting minutes. The board voted and the motion prevailed.

A presentation honoring her 25 years of service on the Council on Aging was made to Cynthia DeLuca.

5. **Treasurer's Report:**

6. **Committee Reports:**

a. Personnel Committee: No report

b. Finance Committee: No report

7. **Old Business:**

8. **Executive Director's Report:** Leonora Rodriguez reviewed her submitted written report. Lillian asked for questions regarding the other submitted reports. Linda asked about the Mini Lunch menu report from December. Staff noted the error and the form would be corrected. Linda asked about the decline in transportation usage for December. Discussion included possible winter slow down, holidays and inclement weather. Lillian noted a large increase in shorter version passenger trips.

9. New Business:

- a. Request for E.D. check signing capability to increase from \$250.00 to \$500.00
Phil asked why the amount had been reduced in the past. Staff would review last 2 years of usage. Leonora clarified reasons for request to increase. Linda noted it was good business sense. A motion was made by Phil, seconded by Linda for approval. Motion prevailed.
- b. Assignment of board member to sign checks to replace Cynthia DeLuca as signor. Gloria will sign and Lillian will go to the bank for proper paperwork in order to sign as well.
- c. Discussion of Ahrens Program General Policies and Procedures, Billing and fee for service start date. Leonora was asked if any programs were available to assist those in need in order to attend the Ahrens Program at a lower cost. She explained some of the numerous agencies available to support programs such as the Ahrens Program. She noted that other agencies in the area are charging significantly more program fees than the Milford Senior Center.

Phil asked if this document (policy) was included in the packet. He would like it noted in the policy that the center offers scholarship or ways to receive financial support as well as staff in assisting clients in completing forms that might provide clients with financial assistance. Linda noted that the draft needed further editing.

Leonora noted she wants to include a scholarship for clients who happen to be 99 or 100 years old (centennial clause). Phil noted that the United Way would have some cuts that would impact the program. Lillian asked if there were concerns from clients regarding the fee. Leonora shared one family's concern. Lillian asked Ward Willis (Alderman Liaison) for feedback regarding concerns from that family. Phil noted that charging the fee is a proactive way to fill gaps and be sensitive to those who may struggle to pay. Fundraising was discussed to support the Ahrens Program. Numerous ideas were suggested by council members. After much discussion, Phil motioned to table the discussion of the Ahrens Program. Benjamin seconded the motion. Motion prevailed.

- d. Monday Holidays- Phil entertained a motion that when a holiday falls on a Monday holiday then we have the meeting on the following Monday. The motion prevailed. Linda and Benjamin volunteered to edit the by-laws.

Lillian asked for contact information for members. Lillian invited everyone to the Martin Luther King Tribute.

Lillian entertained a motion to go into Executive session (7:20). Linda asked for staff to be introduced.

Adjourned Executive session at 7:45

Adjourned meeting 7:58.

Respectfully submitted,

Mary Beth Stickley, Secretary
Milford Council on Aging