

**Milford Council on Aging Meeting Minutes**  
**Tuesday October 9, 2018, 5:30 p.m.**

Call to order: Meeting was called to order at 5:34pm by Lillian Holmes.

1. **Roll Call:** Board Members Present: Lillian Holmes, Dr. Philip Caporusso, Gloria Lanna, Cynthia DeLuca, Judge Beverly Streit-Kefalas, Shirley Serrano, Dick Dowin, and Terry Nolan.

Absent: Doreen Fontana

BOA Liaisons: Connie Gaynor Absent: Ellen Beatty

Staff: Janice Jackson, Amanda Berry, Elle Gilbertson, Phyllis Leggett, Jim Convery, and Liz Kassay.

2. **Agenda:** Lillian entertained a motion to approve the agenda. Beverly made the motion and Phil seconded. The motion prevailed.

3. **Minutes:** Lillian entertained a motion to adopt the September 10th meeting minutes with one change - item #5, 2nd paragraph should say "August Treasurers report". Phi made a motion, Gloria seconded. The board voted with one abstention and the motion prevailed.

4. **Chairman's Report and Correspondence:** No chairman's report

Janice Jackson reported the following correspondence:

- Invitation from Boscov's to the opening of their new store in Milford.
- Letter from St. Mary's Church about participating in their Giving Tree program.
- Thank you note to Rita Whiskeyman and the Ahrens program from a caregiver and a participant in the program.

5. **Treasurers Report:** Gloria gave the report for September. A motion was made to refer the September Treasurer's report to the finance committee by Terry. Dick seconded. The motion prevailed.

6. **Committee Reports:**

- a. Finance Committee: Phil gave the Finance Committee report on their discussion of the proposed budget. He noted the increase in health insurance for the next year. The committee recommends presenting this budget to the Mayor and seeing what the city's response is then we can look and see if cuts are necessary.
- b. Personnel Committee: no meeting, no report.

7. **Old Business:** Bad Weather Policy - Liz Kassay presented revised policy. There was some discussion of the new policy. It was decided to change any references to “snow” to “inclement weather” to encompass all weather situations. Shirley made a motion to adopt the policy with that change in language. Cynthia seconded the motion and the motion prevailed.
8. **Executive Directors Report:** Janice Jackson reviewed her written report furnished to the Board for September.
9. **New Business:** Discussion and Approval of the proposed budget - Phil made a motion to present the proposed budget to the Mayor. Shirley seconded the motion. Beverly asked about how the budget is presented. Phil noted that there is a packet that is completed by Center staff. The board voted and the motion prevailed.
10. **Other Business:** Janice informed the board of a letter sent regarding one of the Center’s vehicles. The City’s Garage Foreman, Corey Vena recommends one of the vans be retired due to extensive corrosion. There was discussion about the current number of vehicles that the Center has and what is needed. Jim Convery said they needed another seven passenger van. There was discussion of the cost of another van. Beverly suggested looking into joining the municipal program for getting another vehicle. Janice stated she would contact the City and see if that is possible.

The Chair entertained a motion to adjourn. Phil made the motion, Terry seconded, and the motion prevailed.

There being no other business before the Board, the meeting adjourned at 6:19 p.m.

Respectfully submitted

Terry Nolan, Secretary  
Milford Council on Aging  
Board of Directors