

Milford Council on Aging Meeting Minutes
October 18, 2010

Members present: Lillian Holmes, Cynthia DeLuca, Phil Caporusso, Dick Dowin, Joyce Elwell and Mike Petrucelli.

Absent/excused: Shirley Serrano, Terri Amann, and Connie Jagodzinski.

Aldermanic Liaisons: Phil Vetro present. Pam Staneski, absent.

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. Lillian called for approval and adoption of the September 13, 2010 minutes. Mike Petrucelli so moved. Mike noted a correction required in the Committee Reports section in that CynthiaDeLuca was not present to comment. The Secretary stated she would reword the paragraph to clarify the fact that Cynthia Deluca was not present and that mike Petrucelli reported on her behalf. Lillian Holmes requested any additional changes, deletions or additions and, having heard none, requested a motion for adoption with the above noted correction. Mike Petrucelli so moved, was seconded, a vote was taken and the motion prevailed.

Lillian discussed her attendance with Dick Dowin at the Celebration of "100 Best Communities for Young People" held at City Hall on October 12, 2010.

Janice Jackson requested that item 7a of the meeting agenda be moved up in order to accommodate the Trans-Ad Outdoors, LLC presentation by Alan Watson. Lillian Holmes entertained a motion. Mike Petrucelli so moved, seconded by Phil Caporusso. A vote was taken and the motion to change the agenda passed unanimously.

Alan Watson gave a presentation regarding his company's services and the benefit to the Senior Center in advertising on vehicles. He presented a general discussion of ads as public domain and provided information regarding the time frame of their contracts and estimated revenue for the Center. Phil Caporusso inquired as to the comparability to ads generally seen on Connecticut Transit buses and also inquired as to whether ads are site specific. Anne-Marie Ventimiglia, Transportation Supervisor, inquired as to placement of ads on movable portion of buses and inquired as to responsibility of repairs for damaged ads on vehicles.

There was also a general discussion of e-posting internally in the Senior Center for gain of advertising revenues. Joyce Elwell questioned Mr. Watson regarding the means by which e-posting could be obtained and the revenues that could be expected.

Chairman's Report and Correspondence:

Janice Jackson shared a thank you letter from several Home Care Plus employees and a newspaper article with a picture concerning the Senior Health Fair.

She also shared a thank you from Toni Dolan and Shawanna Warren from the Beth El Center for allowing their client's furniture to be stored temporarily in the Senior Center garage and basement.

Janice also shared a picture of a group of seniors from the Milford, Delaware Senior Center who visited and had lunch at our Center on September 13th and a letter from Senator Gayle Slossberg regarding Farmer's Market vouchers for seniors.

Treasurer's Report:

Mike Petrucelli gave his report and stated that there are five payrolls in October. He reported that payment for the new stove has been made from the Vanguard funds.

Lillian Holmes inquired regarding line item 4044 in the Treasurer's Report regarding weekly box donations. Rose Kristie and Wendy Ferraro commented. Lillian asked for further comments and hearing none entertained a motion to refer the Treasurer's report to the Finance Committee. Mike Petrucelli so moved and was seconded by Cynthia DeLuca. A vote was taken and the motion passed unanimously.

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

Finance Committee: Cynthia DeLuca reported, in Chairman Shirley Serrano's absence, that there had been no meeting of the Finance Committee. Lillian commented that there was supposed to have been a meeting of the Finance Committee regarding the five suggestions from the Board regarding ways to increase revenues. She stated that she would send an e-mail to the Chairman of the Finance Committee, Shirley Serrano.

Old Business:

Mary Steinmetz commented on the new programs for donations. She explained that there is slow change but progress is being made. Janice Jackson commented that approximately \$19,000.00 was received in one year. Wendy Ferraro shared a breakdown of donations for September, and information as to the financial effect that staff now purchasing their lunch has had. Rose Kristie stated that if staff paid for lunch there would be no need to raise prices for seniors. Cynthia DeLuca inquired as to re-use of food. Lillian Holmes inquired as to whether staff donate for lunch and there was general discussion about the benefits of staff paying for their lunch. Phil Caporusso suggested a reduced rate for staff lunches. Phil moved that a set lunch rate be established for staff. Lillian asked for a presentation from the Finance Committee regarding the rate. Phil Caporusso moved that the staff determine a required reduced lunch rate. Cynthia DeLuca seconded. It was agreed that the staff lunch rate would go into effect November 1, 2010. Rose Kristie suggested \$2.00 for lunch.

Anne-Marie Ventimiglia suggested this is a decision that should come from the Board. Lillian requested that the Executive Director set the price if she was comfortable in making that decision. The motion was then voted upon and the motion prevailed.

Executive Director's Report:

Janice thanked Mary Steinmetz for her coverage during her vacation. She then offered an overview of a draft policy applicable to drivers on day trips and there was a general discussion. Janice reported a decrease in the cost of liability coverage again this year, due in part, to donation of two vehicles to the City of Milford. She reported that Michael Solakian, CPA came to the Center to do an audit and praised the bookkeepers for the finances being in order.

There was a general discussion regarding the presentation of the audit during December's Board meeting. Janice Jackson stated that the bookkeepers and Wendy Ferraro met with Sysco regarding food delivery and found them to be more expensive than Restaurant Depot.

Lillian asked for any additional question of Janice Jackson and having heard none, a general discussion continued. Mary Steinmetz commented on the great success of Shorter Version day trips. Chairman Lillian Holmes entertained a motion for approval of the Policy for Employees Driving for Day Trips, as edited. Phil Caporusso so moved and. Mike Petrucelli seconded. A vote was taken and the motion prevailed.

Phil Caporusso inquired regarding membership fees and number of increased fees.

There was a renewed general discussion regarding the option of placing advertisements on Senior Center vehicles. Cynthia DeLuca moved that the Board not take action on the option of advertising at this time. Phil Caporusso seconded. A vote was taken and the motion prevailed.

Chairman Lillian Holmes requested any additional questions or items of discussion and hearing none, entertained a motion to adjourn. Phil Caporusso so moved, seconded by Mike Petrucelli. A vote was taken and the motion prevailed.

The meeting adjourned at 6:56 p.m.

Respectfully submitted,

Joyce Elwell
Secretary Milford Council on Aging