

**Milford Council on Aging Meeting Minutes**  
*Monday December 11, 2017, 5:00 p.m.*

Call to order: Meeting was called to order at 5:05pm by Lillian Holmes.

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

Absent: Dick Dowin

BOA Liaisons: Ellen Beatty, Connie Gaynor

Staff: Janice Jackson, Geri Dichkewich, Mary Allen Heerema, Elle Gilbertson, Jim Convery

- 2. Agenda:** Lillian entertained a motion to approve the Agenda. Phil made the motion and Doreen seconded. The motion prevailed.
- 3. Minutes:** Lillian entertained a motion to adopt the November 13th meeting Minutes. Beverly made a motion, Shirley seconded. Gloria had a question about the Minutes and the budget year under the Finance committee report. Phil noted the dates of the fiscal year. The board voted and the motion prevailed.
- 4. Chairmans Report and Correspondence:** Lillian asked about the new Board of Alderman liaison. Lillian wished everyone a Merry Christmas and Happy New Year. She also expressed the board's appreciation to the staff for their hard work throughout the year.

Janice Jackson reported the following correspondence:

- \* Thank you card from Hedgewig Cooper expressing her thanks for the services at the Center and how much she enjoys attending.
- \* Flyer concerning Representative Kim Rose's presentation at the Center to discuss changes to the Medicare Savings Program.
- \* Letter from the Board about the donation made in memory of Janice's mother.

- 5. Treasurers Report:** Doreen gave the reports for November. Mary Allen presented a new report that they will be including in the monthly reports. There was some discussion of this new report that would show more detail for the Other Income and Expenses category. A motion was made to refer the Treasurers reports to the finance committee by Phil. Doreen seconded. The motion prevailed.

**6. Committee Reports:**

- a. Finance Committee: no meeting, no report
- b. Personnel Committee: no meeting, no report.

7. **Old Business:** 2018 Budget - Mary Allen gave a detailed explanation of the budget process to the Board. This explains why subsequent Budget numbers might differ from what the Board originally approves in October.
8. **Executive Directors Report:** Janice Jackson reviewed her written report furnished to the Board for November. Lillian asked about the search for a new Bookkeeper. Janice said they may have to contact a temp agency. Lillian and the board thanked Mary Allen for her years of service to the Senior Center.
9. **New Business:** The Chair welcomed the new Board of Alderman liaison Connie Gaynor.

The Chair entertained a motion to adjourn. Shirley made the motion, Doreen seconded, the motion prevailed.

There being no other business before the Board, the meeting adjourned at 5:45 P.M.

Respectfully submitted

Terry Nolan, Secretary  
Milford Council on Aging  
Board of Directors