Milford Council on Aging Meeting Minutes, Monday, May 9 , 2022, 5:30 p.m.

**Call to order:** Meeting was called to order by Lillian Holmes at 5:30 p.m. The meeting was conducted through the Zoom platform. Participants connected via computer and telephone.

1. **Roll Call: Board Members:** Lillian Holmes, Dr. Philip Caporusso, Mary Beth Stickley, Shirley Serrano, Gloria Lanna, Linda Stephenson Absent: Benjamin D. Gettinger **Staff**: Phyllis Leggett, Accounting Coordinator
2. **Presentation:** Phillip F. Ucci III, Financial Advisor; *Edward Jones* Phil Ucci provided recap on the process for our investment with Edward Jones. He stated that the Market is in a very poor place at this moment in time and added that what's happening presently is a bit of an anomaly. Our investments are right where they should be and it is important for us to accumulate more shares which is exactly what we are doing. Lillian thanked Phil for his comprehensive presentation. The Board looks forward to meeting with Phil once again next quarter.
3. **Approval of Agenda:** Lillian entertained a motion to approve the agenda by moving item #5 to item #2. Gloria made the motion. Shirley seconded the motion, and the motion prevailed.
4. **Minutes**- Lillian entertained a motion to adopt the March 14th minutes with the change regarding a correction to #10. Phil made the motion to accept the minutes and Shirley seconded the motion. The motion prevailed.
5. **Chairman’s Report and Correspondence:** Lillian noted there was no correspondence this month. She dropped in to one of the Focus Group meetings and learned that the findings would be presented to our Board and City Officials.
6. **Treasurer’s Report:** Shirley read the report. Gloria referenced item #6194, a credit for worker’s comp., for fiscal year19/20. Phyllis noted the credit was due to less employees during that time period. Phil asked if the Center pays into Workers’ Comp. monthly and Phyllis responded definitely. Hearing no further questions or comments, Lillian requested a motion to refer the report to the Finance Committee. Shirley made the motion and Linda seconded. The motion prevailed.
7. **Committee Reports:**
	1. Finance: No meeting/ no report
	2. Personnel: No meeting/ no report
8. **Old Business:** Discussion on seeking new auditing firm Phyllis has almost contracted an accountant to help out quarterly monitoring, organizing, reviewing. and asking questions in preparation for the next auditor. She stated that once Michael Solakian has been paid, he will release the 990 tax form. Once it's completed and filed, the center will be able to obtain estimates from other auditors.
9. **Executive Director’s Report:** (see attached) Leonora Rodriguez was attending a Center event and was unable to attend the meeting. The Board was in receipt of her written report.
10. **New Business:** Financial Audit Review FY 20/21 The financial audit was received last week from M. Solakian. Phyllis asked for the Board’s approval for the invoice pertaining to the audit. She noted that the audit was a very different process due to Covid and complicated by M. Solakian’s move to Florida. Phil made the motion to pay the invoice, was seconded by Linda and unanimously approved.
11. **Adjournment-** Lillian thanked everyone**.** Phil made the motion to adjourn the meeting at 6:24, seconded by Shirley, unanimously approved. Lillian adjourned the meeting at 6:25 pm.

Respectfully submitted,

 Mary Beth Stickley, Secretary, Milford Council on Aging Board of Directors