

LUDLOW COUNCIL on AGING
Meeting Minutes of 8.15.18

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- Meeting called to order at 4:30pm by Chairman, Fred Lafayette, followed by roll call
- I Roll Call present: Lucille Carneiro, John DaCruz, Rosalind Forti, Helen Grabowski, Jan Grimaldi, Frank Krzanik, Fred Lafayette, Nancy Pauze, Kara Ribeiro, Jodi Zepke.
- II Secretary's Report:
a. July Minutes: Read and accepted on m/s/c Helen Grabowski and Nancy Pauze
- III Treasurer's Report:
a. FY18 Budget: Tabled due to unavailability.
- IV Director's Report:
a. New Activities Director: New director will be carrying on in the place of Sarah and although she was previously involved in law enforcement and cases involving mental frailities, she is very enthusiastic about the new job One of her first duties will be "van driving"
b. Coming Events; Jodi will be accessing "Capital Improvements" for replacement of our big van (#175) which has already logged 150,000 miles. It's on the road 5 days a week from 8am to 4pm.
c Senior Strong: An upcoming Development Committee is working in close harmony with the Friends of the Ludlow Senior Center on smaller fund raising events...raffles, entertainment, etc. Events can now be freely promoted and tickets sold rite at the Center.
Report accepted on m/s/c Nancy Pauze and Jan Grimaldi
- V Chairman's Report:
a. SCBC Update: Chairman would remind the Board that despite seemingly insurmountable obstacles always placed in our path, the strong support of John DeBarge always remained steadfast in our favor and our property of choice was finally justly declared to be "unique". Let us not forget who our friends are. Moving on: We are finally ready for actual building plans. Six applicants have submitted portfolios for the position of OPM and Jodi and I will be conducting interviews at the Selectman's office on the 22nd and 23rd at which time they can present their qualifications and answer questions that need clarification. Interviews will follow at 6pm.
Chairman further reminds us that the steady increase in people enjoying the programs offered at our Center, make it mandatory that we develop a Policy Manual detailing standard policy and behavior to which all who frequent the Center must adhere at any given time. An enormous project that Roz Forti and Jan Grimaldi have volunteered to try putting together with the help and input of all in order to finalize such an important document. Report accepted on m/s/c Frank Krzanik and Helen Grabowski.

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VI Old/new Business:

- a. Outreach Report: Attached
- b. Committee Reports: none

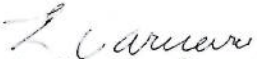
VII School Corner: Jeff Laing, Liaison

- a. Update on School Issues: Jeff reports the School Committee voted to continue the Blizzard Bag for the coming school year with some modifications requested by teachers/parents.
The New School project continues to move along slowly, and will be going out to bid. Will continue to keep us informed of new development details.

VIII Adjournment:

Motion to adjourn meeting by John DaCruz was 2nd by Kara Ribeiro. All in favor. Meeting adjourned at 5:25pm. Next meeting 9.19.18.

Respectfully submitted


L. Carneiro, Secretary

Council on Aging	AUGUST	FY-2019	Target	
SALARIES	BUDGETED	EXPENDED	BALANCE	EXPENDED
DIRECTOR	72,884.00	12,587.09	60,296.91	17%
PROG. COORD.	41,803.00	6,621.23	35,181.77	16%
ACTIVITIES DIR.	38,342.00	1,319.58	37,022.42	3%
DISPATCHER	31,245.00	5,414.15	25,830.85	17%
COOK	31,016.00	5,217.28	28,798.72	17%
VAN DRIVER	32,636.00	4,831.90	27,804.10	15%
S-2 CLERK	16,547.00	2,287.76	14,259.24	14%
OUTREACH COORD.	37,507.00	6,666.67	30,840.33	18%
OUT OF GRADE	300.00	260.00	40.00	87%
DRIVER - TEMP	0.00	0.00	0.00	0%
VAN DRIVER, PT	19,985.00	3,257.60	16,727.40	16%
PERSONAL DAY	2,422.00	186.87	2,235.13	8%
HOLIDAY	10,092.00	995.97	9,096.03	10%
LONGEVITY	3,450.00	700.00	2,750.00	20%
VACATIONS	15,869.00	5,702.90	10,166.10	36%
INCENTIVE	2,442.00	496.32	1,945.68	20%
TOTAL PERSONAL	356,540.00	56,385.32	300,154.68	16%
GEN EXPENSES				
VEH REPAIR	6,880.00	1,390.85	5,489.15	20%
COPIER MAINT	0.00	0.00	0.00	0%
OFFICE EQUIP MAINT	0.00	0.00	0.00	0%
POSTAGE	200.00	0.00	200.00	0%
TELEPHONE	0.00	0.00	0.00	0%
OTHER SERVICE	200.00	0.00	200.00	0%
GASOLINE	10,000.00	0.00	10,000.00	0%
OFFICE SUPPLY	800.00	0.00	800.00	0%
VEHICLE SUPPLY	0.00	0.00	0.00	0%
FOOD SUPPLY	38,150.00	5,194.58	32,955.42	14%
OTHER SUPPLY	1,300.00	0.00	1,300.00	0%
CONF/TRAVEL	400.00	0.00	400.00	0%
DUES/MEMBERSHIP	925.00	0.00	925.00	0%
			0.00	
TOTAL EXPENSES	58,855.00	6,585.43	52,269.57	11%
TOTAL BUDGET	407,662.00	62,970.75	344,691.25	15%
EOEA GRANT	57,000.00	3,513.62	53,486.38	1%

COUNCIL ON AGING	FY-2019	AUGUST		
REVENUE SOURCE	CURRENT	PREVIOUS	TO DATE	
NUTRITION	\$4,722.00	\$3,500.00	\$8,222.00	
TICKET SALES	\$529.00	\$405.00	\$934.00	
OTHER	\$0.00	\$0.00	\$0.00	
TOTAL	\$5,459.00	\$4,113.00	\$9,572.00	
NUTRITION				
	JULY	AUGUST	SEPTEMBER	OCTOBER
# MEALS SERVED	2210	2407		
# DAYS SERVED	21	23		
DAILY AVERAGE	105	105		
# UNDUPLICATED	316	316		
	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
# MEALS SERVED				
# DAYS SERVED				
DAILY AVERAGE				
# UNDUPLICATED				
	MARCH	APRIL	MAY	JUNE
# MEALS SERVED				
# DAYS SERVED				
DAILY AVERAGE				
# UNDUPLICATED				

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August Outreach Report

My schedule for the month of August is as follows:

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Interactions:	Duplicated	Unduplicated	TOWN OF LUDLOW
Office:	134	96	
Home:	4	4	

Total Interactions for August is 138 duplicated and 100 unduplicated.

Categories:

Applications:	49
Case Management:	32
Financial:	10
Health Benefits:	23
Medical Assist:	10
New Clients:	7
Wellness Check:	7