

Ludlow Council on Aging
Meeting Minutes 12.19.18
4:30pm

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TOWN OF LUDLOW

Meeting called to order by Chairman, Fred Lafayette, followed by roll call.

I Roll call present: Lucille Carneiro, Roz Forti, Helen Grabowski, Jan Grimaldi, Frank Krzanik, Fred Lafayette, Kara Ribeiro, Sheena Santolini, Jodi Zepke.

Excused Absent: Nancy Pauze Absent: John DaCruz, Diane Peacey Observer: Jim Waskiewicz

II Secretary's Report:

a. November Minutes: Correction to Vice-chair's report to read "interest in project" instead of 'property'. Remove "daily" in miles covered by the van. Accepted as amended on m/s/c Helen Grabowski and Jan Grimaldi.

III Treasurer's Report:

a. FY19 budget: Good at 40%
b. FY29 budget: Working on a slight increase in food budget
Report accepted on m/s/c Frank Krzanik and Roz Forti.

!V Director's Report:

a. Staffing Update: Cook doing much better and Jodi spending less time in kitchen and more at her own job.
b. Van update: Jodi told to go to BOS re our request to be added to the agenda for replacement of our dead 14 passenger van. Letter sent... still waiting for reply. It could be 90 to 120 days after purchase is approved before we even see a van.
c. 2019 Planning: New initiatives... Triad... Sheriff Cochi... new programs and expectations. In August a National Night Out. Report accepted on m/s/c Helen Grabowski and Kara Ribeiro

V Chairman's Report:

a. SCBC update: A top architect, Terry Dietz, who has done exemplary work in the area, has been chosen and Asst Project Mgr, Robert, reports soil looks good and we're ready for starting excavation. M/s/c Roz Forti and Frank Krzanik

VI Old/New Budiness:

a. Outreach Report: Attached
b. Committee Reports: Looking into an undated copy of a Mission Statement.
Helen reports members of Friends keeping busy on fund raising activities and Jodi notes a smaller group within the Friends is also very active in fund-raising.

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VII School Corner, Jeff Laing, liaison
a. Update on School Issues: Liaison absent

VIII Adjournment: Meeting adjourned at 5:26pm on m/s/c Helen Grabowski and Roz Forti.

Respectfully submitted



L. Carneiro
Secretary

December 2019

ACCOUNTS	ACCT NO	BUDGETED	EXPENDED	BALANCE	YTD
015411 SALARIES					
DIRECTOR	510201	\$72,884.00	\$36,414.63	\$36,469.37	49.96%
PROGRAM MANAGER CARLA	511154	\$41,803.00	\$21,713.75	\$20,089.25	51.94%
ACTIVITIES DIR SARA/KRISTEN	511155	\$38,342.00	\$12,208.85	\$26,133.15	31.84%
RECEPT/DISPATCHER MATT	511171	\$31,245.00	\$16,269.74	\$14,975.26	52.07%
COOK	511252	\$31,016.00	\$10,566.53	\$20,449.47	34.07%
VAN DRIVER FT JACK	511153	\$32,636.00	\$15,127.71	\$17,508.29	46.35%
CLERICAL S-2 DEB B	511256	\$16,547.00	\$6,597.59	\$9,949.41	20.07%
OUTREACH COORD. DEB	511152	\$37,507.00	\$19,692.22	\$17,814.78	52.50%
OUTOFGRADE	515023	\$300.00	\$180.00	\$120.00	60.00%
DRIVER TEMP	512053	\$0.00	\$0.00	\$0.00	0.00%
VAN DRIVER PT JOHN	511253	\$19,985.00	\$8,525.89	\$11,459.11	42.66%
PERSONAL DAYS	515014	\$2,422.00	\$877.93	\$1,544.07	36.25%
HOLIDAY	515015	\$10,092.00	\$5,815.02	\$4,276.98	57.62%
LONGEVITY	515018	\$3,450.00	\$700.00	\$2,750.00	20.29%
VACATION	515019	\$15,869.00	\$7,277.79	\$8,591.21	45.86%
INCENTIVE	515011	\$2,422.00	\$1,492.33	\$1,003.87	61.61%
TOTAL SALARIES		\$356,520.00	\$163,459.98	\$193,134.22000	45.85%
015413 GEN.EXPENSES					
VEH R & M	524023	\$6,880.00	\$3,194.35	\$3,685.65	46.43%
DP EQ R & M (copier)	524024	\$0.00	\$0.00	\$0.00	
OFF EQ R & M	524025	\$0.00	\$0.00	\$0.00	0.00%
POSTAGE	534063	\$200.00	\$0.00	\$200.00	0.00%
TELEPHONE	534064	\$0.00	\$0.00	\$0.00	0.00%
OTHSERV(RUBB/PRINT)	538000	\$200.00	\$0.00	\$200.00	0.00%
GASOLINE	541001	\$10,000.00	\$2,502.06	\$7,497.94	25.02%
OFF SUPPLY	542000	\$800.00	\$237.80	\$562.20	29.73%
VEH SUPPLY	543023	\$0.00	\$0.00	\$0.00	0.00%
FOOD SUPPLY	544000	\$38,150.00	\$18,437.03	\$19,712.97	48.33%
OTHER SUPPLY	549000	\$1,300.00	\$0.00	\$1,300.00	0.00%
CONF/TRAVL	571000	\$400.00	\$411.36	(\$11.36)	102.84%
DUES/MEMB	573000	\$925.00	\$0.00	\$925.00	0.00%
TOTAL GEN. EXPENSES		\$58,855.00	\$24,782.60	\$34,072.40	42.11%
TOTAL COA BUDGET		\$407,662.00	\$188,242.58	\$219,419.42	46.18%

COUNCIL ON AGING	FY-2019	DECEMBER		
REVENUE SOURCE	CURRENT	PREVIOUS	TO DATE	
NUTRITION	\$3,582.00	\$18,764.00	\$22,346.00	
TICKET SALES	\$408.00	\$2,351.00	\$2,759.00	
OTHER	\$0.00	\$0.00	\$0.00	
TOTAL	\$3,900.00	\$21,947.00	\$25,937.00	
NUTRITION				
	JULY	AUGUST	SEPTEMBER	OCTOBER
# MEALS SERVED	2210	2407	1893	2145
# DAYS SERVED	21	23	21	22
DAILY AVERAGE	105	105	90	98
# UNDUPLICATED	316	316	271	264
	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
# MEALS SERVED	1964	2005		
# DAYS SERVED	19	19		
DAILY AVERAGE	103	106		
# UNDUPLICATED	306	329		
	MARCH	APRIL	MAY	JUNE
# MEALS SERVED				
# DAYS SERVED				
DAILY AVERAGE				
# UNDUPLICATED				