

Ludlow Council on Aging
Board Meeting
Senior Center
228 State Street
Wednesday, May 17, 2023

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Present: J. Zepke, D. Peacey, K. Martin, R. Forti, F. Krzanik, D. Johnson, F. Barroso, J. DaCruz, B. Mishol, K. Ribeiro, B. Radowski, H. Grabowski

I. Roll Call – The meeting was called to order at 4:30 p.m. by Chairperson D. Peacey

II. Secretary's Report

- a. Minutes from the April 19, 2023 meeting minutes were reviewed and approved. M/S: R. Forti/B. Mishol. All in favor.

III. Treasurers Report

- a. J. Zepke reported funds to pay WestMass ElderCare will be transferred from the travel budget. Any leftover Formula grant funds will be rolled over to next fiscal year.
- b. The COA FY24 budget was approved at Ludlow Town Meeting. This includes the new employee classifications and increased food budget. Several members attended the meeting including D. Peacey and F. Barroso. They noted that other departments submitted budgets for capital expenditures, which were approved. Peacey noted that perhaps the Senior Center should consider doing the same for the additional funds needed for new van if another payer source cannot be found.

IV. Director's Report

- a. Surgery: J. Zepke will be having shoulder surgery on May 22 and expects to be out the remainder of the week. Board members were asked to sign a form for the town authorizing H. Jolicoeur, Program Coordinator, to sign the payroll during her absence.
- b. Union Contract: A three-year union contract was signed and included a 3% annual wage increase in 2023 (retroactive), 2024 and 2025.
- c. Grant Updates:
 - i. Formula Grant-will be used to supplement some dance classes, activity/supply costs and van repairs.
 - ii. Earmark (van)-J. Zepke is still working with Sen. Olivera to carry over the \$50k. The timelines for ordering a van from Ford and the deadline

for applying for an EOTC grant do not line up, as funding must be secured before an order is placed.

- iii. The \$25K Dias Foundation Grant is used for exercise classes has run out. After June 1st the exercise class fee will increase to \$2.00 a class. The Friends will be picking up the difference. On Jun 1 three new classes will be added: Belly Dancing, Healthy Bones & Balance and Power Pump.
- iv. Volunteer Recognition-will be held on Tuesday, June 20 and the Center will not be open that evening.
- v. The Elder Mental Health Grant for Behavioral Health will end on June 30. The COA will apply again if it becomes available.

V. Chairman's Report:

- a. D. Peacey reminded Board members of the COA training at the Center on May 31 from 1:30 - 3:30- p.m. It is being conducted by the Massachusetts Council on Aging.

VI. Old/New Business:

- a. Policy Manual: Some work had been done by Board members prior to COVID. B. Mishol has offered to work on the project, as he has experience developing one for the Ludlow Library. J. Zepke has compiled policies from other towns and will make those available. D. Peacey asked anyone who is interested in working on this to let her know. There will be more discussion at the next meeting.
- b. K. Martin inquired about the new Guidelines for Participants, which have not yet been posted.

VII. Adjournment: 5:37 p.m. M/S: B. Mishol/F. Barroso. All in favor.

The next Board Meeting will be at 4:30 p.m. on Wed., June 21, 2023.

Respectfully submitted.

K. Martin, Secretary COA