

**City of Chicopee
Council of Aging
June 11, 2019**

Members Present: C. Gemme, S. Michalik, S. Tawrel, K. Rousseau, M. , S. Gelinas, L. Houle, K. LaBreck, H. Lenhart, & E. LaFlamme,

Staff: S. Manyak

Excused: M. Rider

Guest: S. Curtin

I. Call to order

- The meeting was called to order at 4:45pm. There was no request to record the meeting.

II. Public input

- There was no input offered.

III. Announcements

- The Budget committee met 2/9/18 to discuss the 2018/19 budget proposal. K. LaBreck, C. Gemme, H. Lenart, S. Tawrel H. and S. Manyak participated in the meeting.

IV. Review of minutes

- Minutes were reviewed from May 2019. One correction was noted to change deceased to decreased. The amount should be changed from \$50 to 50,000 under the Friends section. Minutes were approved with these corrections.

V. Business Reports

A. March Fiscal Report

- The fiscal report for May was distributed to all members. The report was accepted as submitted. The center is right on target financially.
 - The Fiscal report was accepted as circulated.
 - The fourth car of the year was received last week. Two are old cruisers and two vans.

- A question was raised about whether another person can be hired for the café, and this will need City Council approval

B. Executive Director's Report

- The Executive director's report for May was distributed to the group.
- Next year's budget will include funding for an electric vehicle because the charging station is in place. Currently there are two vans, two old police vehicles and four SUV's. However, with demand, the center could use more vehicles for transportation. It was noted that there are fewer cancellations, and this is done by early notification as opposed to no show.
 - There has only been one complaint about the new vehicles, which have been in place for the year.
- Once again, the heating and air conditioning continues to be an issue in the building. Scott Chapdelaine will be taking over supervision of the building and the service has drastically improved. The regulation of the temperature has improved but does need adjustment 2 to 3 times a week. The number of complaints has reduced.
- The RiverMills maintenance will be moved under the same manager as those in the school department, Ron Chapdelaine.
- The position of office manager continues to be evaluated related to pay scale. This is part of a citywide assessment of compensation related to scale of work.
- The Comp students are finishing up the work on the closet in the Garden room.
- Cabinets being investigated for the art room to address the clutter in the corner of the room. The goal is to address this before the end of the fiscal year.
- There is a new outreach coordinator starting on July 9th. She is working at BHN as a social worker and is very experienced in the field. Her office will be next to the SHINE office.
- The newsletter has been distributed
- The 5th Anniversary is September 12th and a special event to celebrate. There will be a silent auction as part of the event. This is a Friends sponsored event and they are trying to encourage another group of participants to attend.
- There will be a DJ at the end of summer picnic.

- There is a chicken dinner planned for July.
- There will be support from the fire department at the upcoming barbeque. Sherry has also been in talks with the new Fire Chief about lock boxes for the seniors. Many people are interested and they are looking for some grant funding to support the boxes.
- There are currently \$41,000 in funds left from the current year. This will go back to the general fund if it is not spent.
- The RiverMills is going to purchase a beer and wine permit for the Anniversary and then for November's Festival of Trees.
- The Director's report was accepted as distributed

C. S.A.L.T. Report

- There has not been a meeting since the last COA meeting. Next meeting is in September. The DA was supposed to present on June 10th. The poster winners will be presented at the June 17th City Council meeting.

D. Friends of the Senior Center Meeting

- The next meeting is Friday June 14th and then in September. There will be a bake sale at the Knights of Columbus on Wednesday July 10th at the spaghetti supper, and bakers are being sought. The prize will be a lottery wreath.
- The handbags for BINGO is almost sold out. Three tickets remain.
- The first concert was held last week and was not well attended. It was noted that the same band is playing at the car show, which is free.

E. Café Report

- The café is very successful however, there is one staff member out on medical leave. This is impacting revenue because the hours are reduced.

G. Fencing for roof and cameras

- The fencing has been installed and there have not been any issues.
- The wiring has been set up for the cameras and they will be installed soon. The cameras will project to the Police Station.

H. New Business

- There is an old account that is dedicated to fuel assistance. Sherry believes this money was used to help seniors who were having

difficulty with paying fuel bills. There is \$212 left in the account. The city has asked that RiverMills close the account at this point. The funds came from donations and would not go to general account.

- The money should be provided do someone who needs assistance in paying utility bills. The group charged Sherry to identify seniors needing support and expend the funds remaining in the account.

VI. Meeting adjourned at 5:35

- **Next meeting September 10, 2019 4:45pm**

Submitted by

A handwritten signature in cursive script that reads "Karen S. Rousseau".

Karen S. Rousseau