

**City of Chicopee
Council of Aging
January 10,2023**

Members Present: S. Tawrel, S. Gelinas, S. Michalik, K. Rousseau, K. LaBreck, H. Lenart, L. Lavoie, D. Naumchick, L. Lavoie

Staff: S. Manyak

Excused: C. Gemme, L. Houle, M. Rider

I. Call to order

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

II. Public input

A. T

III. Review of minutes

- A. Minutes were reviewed with the following corrections; L. Houle was not present, and M. Rider is recorded twice. Minutes were approved.

IV. Business Reports

A. Executive Director Report

- Each of the staff provided a summary of activities for the month. Sherry provided a report of updates. The building is very busy and there are many participants attending per week .
- There is a new facilities director, and he is working on addressing maintenance issues in the building, specifically related to heating and cooling. The tunnel at the entrance will be removed soon. He has discussed outdoor maintenance including using someone to address weeds.
- The car is still waiting for the transmission in Worcester.
- There is one staff member out on medical leave and there is no return date
- The Transportation Coordinator will start leave on 1/24/23.

B. Café

- Sherry reported there was a \$2600 profit for December despite being closed for a few days. The profit goes into the revolving Café account to help with equipment purchasing in the future.
- One of the workers retired and the job will be posted.

C. Fiscal Reports

- The fiscal reports for December were distributed to the group for review. Sherry noted that repairs for equipment is \$270 available which will not cover all of the maintenance repairs. The center may need to go for an appropriation.
- The fiscal report was unanimously accepted by the group.

D. Friends of RiverMills

- The next meeting is this Friday. There is no report available for the group. It was noted that the Christmas tree fundraiser was very popular and the trees for next year have been purchased at a 75% discount

E. MCOA Grant

- The center received a grant for \$8000 to fund a commercial through WWLP. There is a new commercial being developed and will be shown on WWLP through June. The group unanimously voted to accept the grant funding.

F. National Accreditation Council on Aging

- Sherry has started working on applying for national accreditation. The staff are contributing to the application process. The deadline is June and there is a lot of work to be completed to meet the deadline. It requires an annual report, which the Board will review for next meeting. The website reports that over 200 centers across the country are accredited. This would be great recognition of the work that is done at RiverMills.

V. Meeting adjourned at 5:25 pm

- **Next meeting is February 14, 2023.**

Submitted by

Karen Rousseau

Karen S. Rousseau